



EMPLOYMENT APPLICATION

Champlain Water District
403 Queen City Park Rd.
S. Burlington, VT 05403

1. GENERAL INFORMATION

Date: _____ Position for which you are applying: _____

If you are responding to an ad, where did you see it?

- Seven Days
- Town Website
- Other (specify) _____
- Craig's List
- VLCT Job Posting
- Indeed.com
- Burlington Free Press Classifieds

If you were referred by an employee of CWD, please tell us by whom: _____

2. PERSONAL INFORMATION

Name: _____
(Last) (M.I.) (First)

Address: _____ City: _____
(Street or P.O. Box)

State: _____ Zip _____ Phone (home) _____ (cell) _____

Email address: _____

If you have applied to CWD before, please provide date: _____

If you have worked for CWD before, please provide dates of employment: _____

Date you will be available to start work: _____

Are you a veteran of U.S. military service? Yes ___ No ___ Branch _____ Dates: _____

Military training | experience relevant to position applied for: _____

Are you a U.S. citizen? Yes ___ No ___

If not, can you submit proof that you are authorized to work in the U.S. under federal law? Yes ___ No ___ (If hired, you must furnish valid documentation that you are legally entitled to work in the U.S.)

3. EDUCATION

High School (name of school): _____ Grade completed: _____

Vocational (name of school): _____ Diploma | Degree: _____

University | College (name of school): _____ Years completed: _____

Degree | License | Certification: _____

Specialized training/apprenticeships/internships: _____

Technology | Equipment Skills (software, machines, etc.) _____

4: EMPLOYMENT HISTORY (Begin with most recent)

Employer: _____ Phone: _____

Address: _____ Dates of employment: _____

Last position held: _____ Supervisor: _____

Responsibilities: _____

Reason for leaving: _____

Employer: _____ Phone: _____

Address: _____ Dates of employment: _____

Last position held: _____ Supervisor: _____

Responsibilities: _____

Reason for leaving: _____

Employer: _____ Phone: _____

Address: _____ Dates of employment: _____

Last position held: _____ Supervisor: _____

Responsibilities: _____

Reason for leaving: _____

May we contact your most recent employer? Yes ___ No ___

5. REFERENCES (List three professional or not related to you)

Name: _____ Association: _____ Phone (____) _____

Name: _____ Association: _____ Phone (____) _____

Name: _____ Association: _____ Phone (____) _____

6. STATEMENT OF AFFIRMATION

I hereby affirm that the information I have provided on this application is true and accurate to the best of my knowledge. I authorize the verification of any or all of the information I have provided and any inquiries permissible by law to determine my suitability for employment. I understand that omissions or misrepresentations may be cause for rejection or, if I am hired, may be just cause for immediate dismissal.

Applicant's Signature _____ **Date:** _____

Champlain Water District is an Equal Opportunity Employer. It is the policy of the Town to provide equal employment opportunity to all applicants and employees without regard to race, color, religion, gender or sexual orientation, age, or any other status protected by state or federal law.