



Town of Buxton
185 Portland Road
Buxton, ME 04093
(207) 929-5191

Employment Application

Legal Name: _____ Date: _____
Last Name First Name Middle Initial

Street Address: _____ Apt/Unit # _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email Address: _____

Position Applied For: _____ Date Available: _____

Have you ever worked for the Town of Buxton before? Yes No If yes, when? _____

Education					
High School			Address		
From	To	Did you Graduate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date
College			Address		
From	To	Did you Graduate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Degree
Other			Address		
From	To	Did you Graduate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Degree

Please List Any Certifications/Licenses/Relevant Skills:

Are you legally authorized to work in the United States? Yes No

Previous Employment

Company	Phone
Address	Supervisor
Job Title	From/To Reason for Leaving
Company	Phone
Address	Supervisor
Job Title	From/To Reason for Leaving
Company	Phone
Address	Supervisor
Job Title	From/To Reason for Leaving

References

Name	Relationship (Mgr, Coworker)	Years Known	Phone	Email

Military Service

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, please explain		

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I understand and agree that any final offer of employment will be contingent upon satisfactory completion of this process. I further authorize those persons, agencies or entities that the Town of Buxton contacts in connection with my employment application to fully provide the Town of Buxton any information on the matters set forth above, including the circumstances surrounding any separation from employment. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the Town of Buxton, its agents and officials or against any provider of such information.

I further understand that truthfulness is required and hereby represent that all the information I have provided is true, complete, and accurate to the best of my ability. I agree and understand that omitting essential facts or providing any false or misleading information on this application or during the employment screening process shall be fully sufficient grounds to refuse to employ me or, if I have been employed, to dismiss me.

Signature _____ Date _____