



**TOWN OF RUTLAND, VERMONT
POLICE DEPARTMENT
272 MCKINLEY AVENUE
RUTLAND, VT 05701
(802) 773-2528 x 5**



Ted R. Washburn - Chief of Police

Application for Employment - Police Officer

General Information

The following sections must be completed for the Town of Rutland to accept the application as complete. Print or type an answer to every question. If a particular question does not apply to you, state with N/A. If space is insufficient, use the reverse side and proceed with the number of the referenced block.

Do not misstate or omit material facts since the statements made herein are subject to verification to determine your qualifications for employment. Any false, misleading, or incomplete information will result in your application being rejected.

Once submitted, this application becomes property of the Town of Rutland Police Department and shall remain on file for the term of one (1) year.

The Rutland Town Police Department requests that all applicants voluntarily provide the following information. This information will be available only to authorized personnel for research and evaluation purposes. This information is needed to document the hiring practices of the Rutland Town Police Department and to assess the effectiveness of its equal opportunity commitment. Your cooperation is essential and appreciated.

Applicant Information

Last Name _____ First Name _____ M.I. ____

Street Address _____

City/State/Zip _____

Email Address _____

Preferred Contact Number (____) ____ - _____

If an offer of employment is made, can you submit proof of permission to work in the U.S. under federal law? Yes No

(Note: If you are hired, you must furnish valid documentation proving you are legally entitled to work in the U.S.)

Position applying for: _____

Other positions for which you believe you may be qualified:

Date available to start: _____

Education and Employment History

High School, Trade, Business school or College Attended	No. of Yrs/Grades Completed	Degrees Earned or Expected	Major Courses of Study		GPA/Major
Employer	Job title/work description		Dates employed	Why did you leave?	

May we contact your previous employer(s) as a reference? Yes No

May we contact your current employer as a reference? Yes No

Military Information

Are you a veteran of the U.S. military service? Yes No

If so, indicate branch _____

Dates _____

Military training and experience relevant to job applied for: _____

Other Skills/Training. Describe your skills, experience, certifications or other training that are relevant to the job sought (including membership in any trade organization or professional societies).

Professional References (Include name; phone number/email address; title/employer.)

1. _____
2. _____
3. _____
4. _____

Any Additional Information

Is a resume attached? Yes No

Have you ever been convicted of any crime? Yes No
(If yes, please explain on separate sheet)

You are applying for a job which involves driving a municipal vehicle.

Do you possess a valid VT Driver's License? Yes No

License Number: _____

Please check license type: Operators CDL

Expiration Date: ___/___/_____

APPLICANT CERTIFICATION

All information provided by me is true and correct to the best of my knowledge. I understand omissions or misrepresentations may be cause for rejection or, if employed, may be just cause for dismissal. I hereby authorize any former employer, person, firm, corporation or educational institution listed herein including this municipality to answer any and all questions and provide documents and agree to hold all persons harmless for giving any and all truthful information within their knowledge or records. I understand this is a preliminary application and not a contract to employ me. Furthermore, in the event I am hired, my employment shall be completely voluntary and may be terminated at will at any time for any nondiscriminatory reason upon notice by either myself or the municipality. I agree to comply with all reasonable rules of the municipality as a condition of employment.

Applicant's Signature: _____ Date _____

The Town of Rutland is an equal opportunity employer. It is the policy of this municipality to provide equal employment opportunity to all applicants and employees without regard to race, color, religion, sex, national origin, ancestry, place of birth, age, marital status, pregnancy status, genetic information, physical or mental condition, HIV status, veteran status, sexual orientation, gender identity, or other category protected by state or federal law. No question is asked on this application or during the application process for the purpose of excluding any applicant due to the aforementioned protected categories or other category protected by state or federal law.