



P.O. Box 123
 Boothbay, ME 04537
 ☎ 207-633-4727
 ☎ 207-633-4733
www.RailwayVillage.org

Application for Employment

Please print all information.

PERSONAL

Last	First	Middle	Other Name(s) Used for Employment:
Name:			Phone:
Address:			Home ()
City, State, Zip			Mobile ()
Position Desired:			Email:
How did you hear about the position?			Availability - Date:
Do you have the legal right to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No Can you verify your legal right to work in the United States by providing a birth certificate, proof of citizenship or other authorization? <input type="checkbox"/> Yes <input type="checkbox"/> No			Available for Weekend Work? <input type="checkbox"/> Yes <input type="checkbox"/> No

EDUCATION AND TRAINING

Type	Name and Location of School	Date Attended (State Month & Year)		Course of Study	Did you Graduate?	Degree or Diploma held
		From	To			
High School						
College						
Graduate						
Tech/Trade						
Other						

Licenses/Certifications:

Relevant/Specialized Training:

EMPLOYMENT HISTORY

Start with current or most recent employer. Please give complete information.

1	Employer Name _____	Address _____	City, State, ZIP _____
Employed (State Month & Year) From _____ To _____ / / - / /	Supervisor - Name, Title and Phone &/or Email _____		Reason for leaving _____
Salary <input type="checkbox"/> Hourly <input type="checkbox"/> Annual Start _____ End _____ \$ _____ - \$ _____	Job Titles and Duties: _____		
2	Employer Name _____	Address _____	City, State, ZIP _____
Employed (State Month & Year) From _____ To _____ / / - / /	Supervisor - Name, Title and Phone &/or Email _____		Reason for leaving _____
Salary <input type="checkbox"/> Hourly <input type="checkbox"/> Annual Start _____ End _____ \$ _____ - \$ _____	Job Titles and Duties: _____		
3	Employer Name _____	Address _____	City, State, ZIP _____
Employed (State Month & Year) From _____ To _____ / / - / /	Supervisor - Name, Title and Phone &/or Email _____		Reason for leaving _____
Salary <input type="checkbox"/> Hourly <input type="checkbox"/> Annual Start _____ End _____ \$ _____ - \$ _____	Job Titles and Duties: _____		
4	Employer Name _____	Address _____	City, State, ZIP _____
Employed (State Month & Year) From _____ To _____ / / - / /	Supervisor - Name, Title and Phone &/or Email _____		Reason for leaving _____
Salary <input type="checkbox"/> Hourly <input type="checkbox"/> Annual Start _____ End _____ \$ _____ - \$ _____	Job Titles and Duties: _____		

SKILLS/QUALIFICATIONS

*Use this space to describe any skills or other qualifications directly related to the position you are applying for.
For instance: list computer software proficiencies, power tools, etc.*

ADDITIONAL QUESTIONS

Do you have a current ME driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever resigned from a prior employment or volunteer position after a complaint has been received against you or your conduct was under investigation or review? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you 18 years or older? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever been dismissed or discharged for misconduct from an employment or volunteer position? <input type="checkbox"/> Yes <input type="checkbox"/> No
If under 16, a work permit must be issued through local school district.	Have you ever been convicted of or entered a plea of guilty or no contest to, a crime other than a minor traffic offense? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide date, offense and disposition:
<i>Disclosures to these questions are not necessarily a bar to employment.</i>	

REFERENCES

Please complete information for three professional references, excluding relatives.

Name	Phone	Email	Relationship

APPLICANT STATEMENT

- I certify that the information provided on this application (and accompanying resume, if applicable) is true and complete to the best of my knowledge.
- I authorize investigation of all statements contained herein and the contacting of references and previous employers.
- I release such persons and all parties from liability for communications involving my potential employment.
- I understand that neither this application nor any offer of employment from the Boothbay Railway Village constitute an employment contract.
- I understand that if employed, my employment is for no specified period of time and may be ended by either myself or by the Boothbay Railway Village at any time.
- If employed, I understand that false or misleading information provided in my application, resume or interview(s) may result in immediate discharge.
- If employed, I agree to abide by all policies and regulations of the Boothbay Railway Village.

Applicant Signature	Date
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Boothbay Railway Village is an equal opportunity employer.