

## VERMONT STATE PARKS SEASONAL EMPLOYMENT APPLICATION



### INSTRUCTIONS

We welcome your application for a temporary position with Vermont State Parks. Please fill out this form completely. Refer to position descriptions and pay rates on the last page of this application. You will be contacted for more information and to schedule an interview if there are positions available that match your experience, skills and qualifications.

### APPLICANT INFORMATION

**Application Date:**

<b>Name: Last</b>	<b>First</b>	<b>Middle Initial</b>

**Mailing Address**

<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Alternate address, if applicable</b>

<b>Cell Phone</b>	<b>Home Phone</b>	<b>Other Phone (specify type)</b>

<b>Email Address</b>	<b>Position Title you are applying for</b>

**Would you consider other positions than the one indicated above?**       Yes       No

### STATEMENTS OF EMPLOYMENT ELIGIBILITY

**Are you 18 years of age or older?**       Yes       No

**Are you authorized to work in the U.S. on an unrestricted basis?**       Yes       No

**Do you have an immediate family member or spouse that works for the State of Vermont? If yes, what Agency/Department:**       Yes       No

**Have you been employed in a Vermont State Park before?**       Yes       No

**If yes, date(s) and location(s)**

**Have you ever been convicted, imprisoned, placed on probation, under supervision, fined for violation of any law, including motor vehicle violations?**       Yes       No

*Note: answering "Yes" to this question does not necessarily disqualify you for seasonal employment.*

**If Yes, for any reason, explain in full, including date(s). Attach separate sheet if necessary.**

### AVAILABILITY AND PREFERENCES

**Indicate all schedules you are willing to work – check all that apply**

Part time (less than 40 hours)   
  40 hours/5 days per week   
  Salaried (48+ hours, 6 days per week)  
 Day Shift   
  Evening Shift   
  Late Shift   
  On Call/Overnight   
  Split Shift

**Earliest date you could start work**

**Last available work day**

**Are you available to work through**     Labor Day     Columbus Day

**How many miles are you willing to commute from your residence during potential employment?**

<b>Town of residence during potential employment</b>	<b>Park(s) or Region Preference (see last page)</b>

**Are you interested in on-site housing, if available?**       Yes       No

### EDUCATION AND TRAINING

Attach additional sheets if more space is needed

<b>Do you have a High School or General Equivalency Diploma?</b>		<input type="checkbox"/> Yes; Date Received (optional)		<input type="checkbox"/> No	
If yes, name and location of high school or issuing authority					
<b>Do you possess valid proof of CPR certification?</b>		<input type="checkbox"/> Yes		<input type="checkbox"/> No	
<b>Do you possess valid proof of First Aid training?</b>		<input type="checkbox"/> Yes		<input type="checkbox"/> No	
<b>Do you hold a valid driver's license?</b>		<input type="checkbox"/> Yes; State & #		<input type="checkbox"/> No	
<b>Name of College, University, Professional or Technical School(s)</b>	<b>Credits Received</b>	<b>Major Subject or Type of Course</b>	<b>Type of Degree Received</b>	<b>Did you Graduate?</b>	<b>Dates Attended</b>
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>List any other relevant training, courses or skills- use separate pages if necessary:</b>					
<b>LICENSE OR CERTIFICATION:</b> If you hold a license, certificate or other authorization to practice a profession or trade or hold a certification for a specific vocation or skill, enter the type, number, issuing authority, date first certified and expiration.					
<b>EMPLOYMENT GOALS:</b> Please tell us why you want to work for Vermont State Parks, how this fits into your overall career path and hope to gain from a position with us.					

### WORK HISTORY

Start with your most recent employment, and list all positions held including service in the armed forces. If additional space is required, attach separate sheet. You should expect that we will contact the employers listed for verification.

<b>Name of Business</b>			<b>Employment Duration</b>		
			<b>From                  To</b>		
<b>Type of Business</b>			<b>Earnings</b>		
			<b>\$                  per</b>		
<b>Address</b>		<b>City</b>	<b>State</b>		<b>Supervisor's Phone</b>
<b>Your Job Title</b>		<b>Supervisor's Name &amp; Title</b>		<b>Supervisor's Email Address</b>	
<b>Your Job Duties</b>					
<b>Reason for Leaving</b>					
<b>Name of Business</b>			<b>Employment Duration</b>		
			<b>From                  To</b>		
<b>Type of Business</b>			<b>Earnings</b>		
			<b>\$                  per</b>		
<b>Address</b>		<b>City</b>	<b>State</b>		<b>Supervisor's Phone</b>
<b>Your Job Title</b>		<b>Supervisor's Name &amp; Title</b>		<b>Supervisor's Email Address</b>	
<b>Your Job Duties</b>					
<b>Reason for Leaving</b>					

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			<b>From</b>	<b>To</b>	
<b>Type of Business</b>			<b>Earnings</b>		
			\$ _____ per		
<b>Address</b>		<b>City</b>	<b>State</b>	<b>Supervisor's Phone</b>	
<b>Your Job Title</b>		<b>Supervisor's Name &amp; Title</b>		<b>Supervisor's Email Address</b>	
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<b>Your Job Title</b>		<b>Supervisor's Name &amp; Title</b>		<b>Supervisor's Email Address</b>	
<b>Your Job Duties</b>					
<b>Reason for Leaving</b>					

<b>PROFESSIONAL REFERENCES</b>				
Not friends or relatives. You should expect that we will contact the references listed.				
<b>Name</b>	<b>Title</b>	<b>Business</b>	<b>City</b>	<b>State</b>
<b>Phone</b>		<b>Email</b>		
<b>Relationship to Above</b>				
<b>Name</b>	<b>Title</b>	<b>Business</b>	<b>City</b>	<b>State</b>
<b>Phone</b>		<b>Email</b>		
<b>Relationship to Above</b>				
<b>Name</b>	<b>Title</b>	<b>Business</b>	<b>City</b>	<b>State</b>
<b>Phone</b>		<b>Email</b>		
<b>Relationship to Above</b>				

**By submitting this application, you:**

1. Certify that all information supplied on this application is true, accurate and verifiable.
2. Give consent to the State of Vermont for an investigation of employment history, including contacting any and all current and previous employers.
3. Give consent to the State of Vermont to contact any and all references provided.
4. Understand that consideration for the position(s) applied for will be based on information provided on this application and attachments.
5. Are aware that you are applying for a position that is seasonal in nature, and of a limited, defined term.
6. Agree that, if hired by the State of Vermont for a seasonal state park position, you will comply with all rules, regulations and policies set forth by the State of Vermont, Agency of Natural Resources and Department of Forests, Parks & Recreation.
7. Understand that a background check is required.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please apply to one of the following offices:**

**Northwest Parks (Region 3):** Alburgh Dunes, Burton Island, Grand Isle, Kamp Kill Kare, Knight Point, Lake Carmi, North Hero, Sand Bar, Underhill.

Address: Seasonal Park Employment, 111 West Street, Essex Junction, VT 05452

Email: [anr.northwestparks@vermont.gov](mailto:anr.northwestparks@vermont.gov)

**Northeast Parks (Region 4):** Brighton, Crystal Lake, Elmore, Green River Reservoir, Groton Areas, Little River, Maidstone, Smugglers Notch, Waterbury Center and all Trail Crew positions.

Address: Seasonal Park Employment, 5 Perry Street, Suite 20, Barre, VT 05641-4265

Email: [anr.northeastparks@vermont.gov](mailto:anr.northeastparks@vermont.gov)

**Southwest Parks (Region 2):** Bomoseen, Branbury, Button Bay, D.A.R., Emerald Lake, Half Moon Pond, Kingsland Bay, Mt. Philo, Lake Shaftsbury, Lake St. Catherine, Woodford.

Address: Rick Hedding, Regional Ranger Supervisor, 271 North Main Street, Suite 215, Rutland, VT 05701

Email: [reuben.allen@vermont.gov](mailto:reuben.allen@vermont.gov).

**Southeast Parks (Region 1):** Allis, Camp Plymouth, Coolidge, Ft. Dummer, Gifford Woods, Jamaica, Lowell Lake, Molly Stark, Mt. Ascutney, Quechee, Silver Lake, Townshend, Wilgus.

Address: Seasonal Park Employment, 100 Mineral St, Suite 304, Springfield, VT 05156

Email: [anr.southeastparks@vermont.gov](mailto:anr.southeastparks@vermont.gov)