



# Bennington County Sheriff's Office

Sheriff Chad D. Schmidt

## Bennington County Sheriff's Department

### Employment Application

This page details the Employment Application Process for applicants.

- Complete Employment Application in your own handwriting and submit.
- Your application will be reviewed, and if acceptable, you will be contacted for the written examination.
- Upon receiving a passing grade in the written examination, you will be scheduled for an initial Oral Board Examination. Come dressed in business attire, arriving at least 15 minutes prior to your scheduled interview time. Report to the Bennington County Sheriff's Department at 811 US Route 7 South in Bennington, VT 05201. A failure to keep your scheduled appointment will result in your disqualification from the hiring process.
- Upon arrival and before your first oral board, you will be asked to review and sign a Conditional Offer of Employment letter, a Release of Information letter. If you successfully pass your first oral board you will then be issued a Background Investigation Packet. You will complete the Background Investigation Packet and return it to the Sheriff's Department.
- After your completed Background Investigation Packet is reviewed, a Background Investigation will commence.
- If the background investigation is favorable, you will be scheduled for a second Oral Board.
- If you successfully pass the second Oral Board, you will be scheduled for a polygraph examination.
- If you pass the polygraph examination the Sheriff will be consulted for a final determination of hiring.

P.O. Box 4207 ■ Bennington, VT 05201 ■ 802.442.4900



## BENNINGTON COUNTY SHERIFF'S DEPARTMENT EMPLOYMENT APPLICATION



An equal Opportunity Employer  
811 US Rte. 7 South  
Bennington, VT 05201  
(802) 442-4900  
Sheriff Chad D. Schmidt

TITLE OF JOB APPLIED FOR	DATE OF APPLICATION
NAME (Last, First, M.I.)	SOCIAL SECURITY NUMBER:
MAILING ADDRESS:	HOME TELEPHONE:  CELL or OTHER TELEPHONE:
CITY, STATE, AND ZIP CODE:	EMAIL

### STATEMENTS

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Are you 18 years of age or older?
<input type="checkbox"/>	<input type="checkbox"/>	Do you have any relative, any domestic partner, or any other person(s) residing with you who is employed by the Bennington County Sheriff's Department?
<input type="checkbox"/>	<input type="checkbox"/>	Are you authorized to work in the United States?
<input type="checkbox"/>	<input type="checkbox"/>	In the past five years have you been convicted, imprisoned, placed on probation or under supervision, or fined for any violation of any law including motor vehicle violations? If "YES" give dates, details and penalties for each occurrence on an attached sheet of 8.5 x 11" paper.

### WORK SCHEDULE

Check the type(s) of employment you are interested in.     FULL-TIME     PART-TIME     ALL

Check the shift(s) you are willing to work.                       DAY SHIFT     EVENINGS     NIGHTS     ANY SHIFT

### OFFICIAL USE ONLY

	APPLICANT ID	DATE RECEIVED
<input type="checkbox"/> ACCEPTED <input type="checkbox"/> REJECTED	REVIEWER/DATE _____	



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## EDUCATION/TRAINING HISTORY

Do you have a high school diploma or GED certificate?     YES     NO    If "NO", highest grade completed

LIST COLLEGES, MILITARY, TRADE, NURSING, BUSINESS OR OTHER SCHOOLS ATTENDED.

NAME AND LOCATION OF SCHOOL ATTENDED	DATES ATTENDED	FIELDS OF STUDY (major, minor)	NUMBER SEMESTER HOURS EARNED	GRADUATED (YES/NO)	DEGREE EARNED AND YEAR
	FROM:				
	TO:				
	FROM:				
	TO:				
	FROM:				
	TO:				
	FROM:				
	TO:				

## COURSE WORK (optional)

Please list any specific course work pertinent to the job title for which you are applying. Indicate the number of credits earned; put "G: if graduate credit.

COURSE WORK AREA	CREDITS	COURSE WORK AREA	CREDITS

## LICENSE / REGISTRATION / CERTIFICATE

DESCRIPTION	STATE	NUMBER	EXPIRATION



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### SPECIALIZED SKILLS AND KNOWLEDGE

List any skills or knowledge that show your ability to perform the job for which you are applying  
(such as typing, computer languages, or software programs, foreign languages, etc)

### REFERENCES

Please list the names, titles or relationships, addresses, and phone numbers of three (3) individuals  
not related to you who have knowledge of your work qualifications and can serve as a reference for you.

NAME AND TITLE OR RELATIONSHIP	ADDRESS	PHONE

### WORK HISTORY \* A RESUME WILL NOT SUBSTITUTE

Describe your work history below beginning with your current or most recent job.

YOUR JOB TITLE:		NAME OF EMPLOYER:		KIND OF BUSINESS:	
ADDRESS:			SUPERVISORS NAME AND PHONE:		
TOTAL TIME IN POSITION:		FROM (mo/yr)	TO (mo/yr)	HOURS PER WEEK	LAST HOURLY PAY:
Years:	Months:				
NUMBER AND JOB TYPES OF EMPLOYEES YOU SUPERVISED (if any)					
REASON FOR LEAVING:				MAY WE CONTACT THIS EMPLOYER	
				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DUTIES (Describe in detail the duties you performed):					



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REASON FOR LEAVING:				MAY WE CONTACT THIS EMPLOYER <input type="checkbox"/> YES <input type="checkbox"/> NO	
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<b>SIGNATURE – TO BE ACCEPTED YOU MUST SIGN AND DATE THIS APPLICATION</b>
<p>I certify that all the information on this application is correct and complete to the best of my knowledge. I understand that the Bennington County Sheriff's Department may verify information, and that untruthful or misleading answers are cause for rejection of this application, removal of my name from a register, or dismissal if employed.</p>
<div style="display: flex; justify-content: space-between;"> <span>Date (mo/day/year.)</span> <span>Signature</span> </div>