



INSTRUCTIONS TO THE APPLICANT:

Thank you for your interest in working for Blodgett Oven Company. It is important that you fill out the application completely, and accurately.

- All statements are subject to verification
- Missing information / incomplete applications may bar you from consideration
- All time periods in your professional background must be accounted for.

If your application is selected for interview, you will be contacted by telephone within 1 month of your application date. If you are not notified within that time frame, you may assume you were not chosen for consideration at this time.

Blodgett Oven Company is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis protected by law, including: race, color, age, religion, ancestry, national origin, mental or physical disability, ethnic background, place of birth, genetic information, veteran status, sex, sexual orientation, gender identity, political affiliation or belief, and marital status.

EMPLOYMENT APPLICATION CHECK LIST:

- APPLICATION IS COMPLETE
- APPLICATION REFERENCES A SPECIFIC OPEN POSITION
- YOU ARE ABLE TO SUBMIT PROOF OF LEGAL RIGHT TO WORK IN THE UNITED STATES.
- I UNDERSTAND THAT IF BLODGETT OVEN COMPANY OFFERS ME A POSITION, I WILL BE REQUIRED TO TAKE A PHYSICAL EXAM, INCLUDING PRE-EMPLOYMENT DRUG SCREENING AT THE EXPENSE OF THE COMPANY.
- I UNDERSTAND THAT ONLY QUALIFIED CANDIDATES WITH APPLICATION SKILLS AND EXPERIENCE WILL BE CONTACTED FOR AN INTERVIEW
- I UNDERSTAND THAT NO PHONE INQUIRIES WILL BE ACCEPTED.

OPTIONAL: YOU MAY ATTACH A RESUME, SKILLS CERTIFICATIONS, REFERRAL LETTER, OR OTHER RELEVANT DOCUMENTATION TO YOUR APPLICATION.

APPLICATIONS MAY BE SUBMITTED AT:
42 ALLEN MARTIN DRIVE ESSEX JUNCTION, VT 05452
OR MAILED TO THE SAME ADDRESS ATTN: HUMAN RESOURCES



Employment Application

Personal Data

Only applications that are completed in full will be considered.

Full Name: _____

Home Phone: _____

Cell Phone: _____

Address: _____

City, State, Zip: _____

Email Address: _____

Position Applied for: _____

Date you are available to start work: _____

Preferred Shift: _____

Are you willing to work Overtime / Weekends? YES NO

Have you served in the Armed Services? YES NO

If Yes: Total Years of Service: _____ Branch: _____

Rank in military: _____

Describe your duties and Special Training: _____

Today's Date: _____

Do you have a valid Drivers' License? YES NO

State: _____

How were you referred to Blodgett Oven Company?

Friend/Family _____

Job Listing _____

Walk-in

Have you ever been employed by Blodgett Oven Company before?

YES NO

If yes, please provide position details and dates of employment:

Reason for leaving: _____

Education

School Level	Name and Location	# of Years Attended	Graduated?	Degree
High School			<input type="checkbox"/> YES <input type="checkbox"/> NO	
Technical or Trade School			<input type="checkbox"/> YES <input type="checkbox"/> NO	
College/University			<input type="checkbox"/> YES <input type="checkbox"/> NO	
Graduate/Professional			<input type="checkbox"/> YES <input type="checkbox"/> NO	
Certifications/Skills:				

Other Experience – Please list other experience or training that may help you meet the job requirements of this position.

Professional References

List the names, phone numbers and professional relationship of at least 3 prior managers, supervisors or co-workers.

Reference Name	Phone Number	Company	Position / Title	Years Known

Employment History

Start with your present, or most recent position and provide information for the past 7 years. Include any Military Service Assignments and Volunteer Activities. The following sections MUST be completed, even if you provide a resume.

1 Name of Employer: _____ Type of Business: _____
 Address: _____ Phone Number: _____
 Supervisor: _____

Postion(s) Held	Start Date	End Date	Hourly Rate Starting	Hourly Rate Ending	Annual Salary
1					
2					
3					

Reason for Leaving _____ May we contact for reference? YES NO

Description of Duties / Responsibilities _____

2 Name of Employer: _____ Type of Business: _____
 Address: _____ Phone Number: _____
 Supervisor: _____

Postion(s) Held	Start Date	End Date	Hourly Rate Starting	Hourly Rate Ending	Annual Salary
1					
2					
3					

Reason for Leaving _____ May we contact for reference? YES NO

Description of Duties / Responsibilities _____

3 Name of Employer: _____ Type of Business: _____
 Address: _____ Phone Number: _____
 Supervisor: _____

Postion(s) Held	Start Date	End Date	Hourly Rate Starting	Hourly Rate Ending	Annual Salary
1					
2					
3					

Reason for Leaving _____ May we contact for reference? YES NO

Description of Duties / Responsibilities _____

Legal Agreement

By signing below, I agree to the following statements:

I hereby certify that the facts on this application are true and complete to the best of my knowledge. I understand and agree that any misrepresentation or false statements by me in connection with this application will be justifiable cause not to employ or if employed, to terminate my employment. I voluntarily give this company the right to make a thorough investigation of my past employment and activities, which includes a background check.

If a conditional offer of employment is made by Blodgett, I consent to taking a pre-employment physical exam, including a drug screen.

I understand that this application by itself does not create a contract of employment. If hired, I agree to abide by the rules and regulations established by this company. I understand that any employment offered is for no definite time period and at will and that either I or the Blodgett Oven Company may terminate my employment at any time with or without notice or cause.

This application is considered current for a period of six months (6). After this time, if the applicant has not heard from Blodgett Oven Company and still wishes to be considered for employment, it will be necessary to fill out a new application.

I understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

Signature: _____ Printed Name: _____ Date: _____

BLODGETT OVEN COMPANY IS AN EQUAL OPPORTUNITY EMPLOYER. QUALIFIED APPLICATIONS ARE CONSIDERED FOR ALL POSITIONS WITHOUT REGARD TO RACE, COLOR, AGE, RELIGION, ANCESTRY, NATIONAL ORIGIN, MENTAL OR PHYSICAL DISABILITY, ETHNIC BACKGROUND, PLACE OF BIRTH, GENETIC INFORMATION, VETERAN STATUS, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, POLITICAL AFFILIATION OR BELIEF, MARITAL STATUS OR ANY OTHER LEGALLY PROTECTED STATUS.