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Recruitment and Hiring

Lawful and effective recruitment and hiring practices are key to any employer's success.

Effective job descriptions serve as a strong foundation for creating not only accurate, attractive job postings but also lawful, job-related interview questions. Particularly in times of low unemployment, municipal employers need to pay attention to ensuring competitive wages and communicating what makes them an attractive place to work.

When hiring CDL drivers, municipalities need to conduct additional drug testing and follow other federal requirements as explained in PACIF's Commercial Motor Vehicles (CMV) Operations Manual.

Use the links below for access to a wide range of resources for addressing these considerations.

Links:

[VLCT Hiring Toolkit](#) [1]

[VLCT Job Descriptions Toolkit](#) [2]

[VLCT Compensation and Benefits Survey](#) [3]

[VLCT PACIF Commercial Motor Vehicle Operations Toolkit](#) [4]

[VLCT Classifieds](#) [5]

[VLCT MAC Executive Recruitment Services](#) [6]

[Vermont New Hire Reporting \(Vermont Department of Labor\)](#) [7]

Links

[1] <https://www.vlct.org/node/1030/>

[2] <https://www.vlct.org/node/1027/>

[3] <https://www.vlct.org/node/14560/>

[4] <https://www.vlct.org/node/1319/>

[5] <https://www.vlct.org/classifieds>

[6] <https://www.vlct.org/node/1409/>

[7] <https://labor.vermont.gov/unemployment-insurance/unemployment-information-employers/employer-online-services/new-hire-0>