

Agua Special Utility District

APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

PLEASE PRINT

Position(s) applied for _____	Date of Application _____
How did you learn about us?	
<input type="checkbox"/> Advertisement	<input type="checkbox"/> Friend
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Relative
	<input type="checkbox"/> Walk-In
	<input type="checkbox"/> Other _____

Last Name	First Name	Middle Name
Address	City	State
		Zip Code
Telephone Number(s)		Social Security Number

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No
 If Yes, give date _____

Have you ever been employed with us before? Yes No
 If Yes, give date _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration status? Yes No

*Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? _____

Are you available to work: Full-Time Part-Time
 Shift Work Temporary

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if the job requires it? Yes No

Have you been convicted of a felony within the last 7 years? Yes No
 (Conviction will not necessarily disqualify an applicant from employment)

If yes, please explain _____

EDUCATION

	Name and Address	Course of Study	Years Completed	Diploma/ Degree
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

Indicate any foreign languages you can speak, read, and/or write.			
	Fluent	Good	Fair
Speak			
Read			
Write			

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Describe any job-related training received in the United States military.

EMPLOYMENT EXPERIENCE

Start with your present to last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race,color,religion,gender,national origin, disabilities or other protected status.

1.Employer	Dates Employed		Work Performed
	From	To	
Address			
City	State		
	Hourly Rate/Salary		
Telephone Number(s)	Starting	Final	
Job Title	Supervisor		
Reason for leaving			
2.Employer	Dates Employed		Work Performed
	From	To	
Address			
City	State		
	Hourly Rate/Salary		
Telephone Number(s)	Starting	Final	
Job Title	Supervisor		
Reason for leaving			
3.Employer	Dates Employed		Work Performed
	From	To	
Address			
City	State		
	Hourly Rate/Salary		
Telephone Number(s)	Starting	Final	
Job Title	Supervisor		
Reason for leaving			
4.Employer	Dates Employed		Work Performed
	From	To	
Address			
City	State		
	Hourly Rate/Salary		
Telephone Number(s)	Starting	Final	
Job Title	Supervisor		
Reason for leaving			

If you need additional space, please continue on a separate sheet of paper.

<p>List professional,trade,business or civic activities and offices held. You may exclude membership which would reveal gender, race, religion, national origin,age,ancestry, disability or other protected status:</p>

Applicant Statement

I certify that the answers given herein are true and complete to the best of my knowledge.

I authorized investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any application wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant _____
Date

FOR PERSONNEL DEPARTMENT USE ONLY			
Arrange Interview	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Remarks: _____			
Interviewer _____	Date _____		
Employed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of Employment _____
Job Title _____	Hourly Rate/ Salary _____		
Department _____			
		By _____	_____
		Name and Title	Date
Notes:			

FOR PERSONNEL DEPARTMENT USE ONLY

Position(s) Applied for is open: <input type="checkbox"/> Yes <input type="checkbox"/> No
Position(s) Consider for: _____ _____
Date: _____

NOTES: