



# UPPER TRINITY GROUNDWATER CONSERVATION DISTRICT

## Employment Application

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religion, genetic information, disability, or other classification protected by law.

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available			
Position Applied for			
Are you authorized to work in the U.S.? (You will be required to present proof of employment authorization within 3 days of being hired, or immediate termination will occur). YES <input type="checkbox"/> NO <input type="checkbox"/>			
Have you ever worked for this District? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?			
If you are applying for a job that requires driving, do you have a valid drivers' license YES <input type="checkbox"/> NO <input type="checkbox"/> Please provide drivers' license number and state:			
Have you ever been convicted of a felony or misdemeanor (excluding minor traffic violations)? YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, please explain and give the date, location, and disposition of each, and use additional pages if necessary ( <i>A criminal history will not necessarily disqualify you from employment; we will individually assess the nature and severity of the crime, how much time has passed, and its relevance to the job for which you are applying.</i> ):			

Are you currently under indictment or being currently charged with a crime, other than a minor traffic violation?  
YES  NO

Is there any information we would need about your name or use of another name for us to be able to check your work record? Please specify:

EDUCATION			
High School	Address		
# of years completed	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree/ Diploma
College	Address		
# of years completed	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other	Address		
# of years completed	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

**REFERENCES***Please list three professional references.*

Full Name	Relationship
Company	Phone (    )
Address	
Full Name	Relationship
Company	Phone (    )
Address	
Full Name	Relationship
Company	Phone (    )
Address	

**EMPLOYMENT HISTORY** *Please include all employment for the last ten years, starting with present or most recent job, and explain any gaps in employment. Use additional paper if necessary.*Are you employed now? YES  NO  if so, may we contact your employer? YES  NO 

Company	Phone (    )	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company	Phone (    )	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company	Phone (    )	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		

**MILITARY SERVICE**

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

**PLEASE READ AND SIGN**

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

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I further understand and agree that, if I am hired, my employment is for no definite period and may, regardless of the date of payment of wages or salary, be terminated for any reason and at any time without previous notice by me or the District.

Signature

Date