



EMPLOYMENT APPLICATION

PERSONAL INFORMATION

Name: _____
First M Last

Address: _____
Street Address Apt/Suite

City State Zip Code

E-MAIL: _____ Phone: _____

Date Available: _____ Desired Pay: \$ _____ HOUR SALARY

Position Applied For: _____

Employment Desired: FULL-TIME PART-TIME

EMPLOYMENT ELIGIBILITY

Are you legally eligible to work in the U.S? YES NO

Have you ever worked for JCPSD? YES NO

*If yes, when: _____

Have you ever been convicted of a felony? YES NO

*If yes, please explain: _____

COMPLETE ONLY IF DRIVING IS REQUIRED FOR POSITION

License No: _____ Class of License: _____

State of Issue: _____ Restrictions: _____

Has your license ever been suspended or revoked? YES NO

If yes, please explain: _____



EDUCATION

High School: _____ City, State: _____

Years attended: _____

Graduate? YES NO Diploma: _____

College: _____ City, State: _____

Years attended: _____

Graduate? YES NO Degree: _____

OTHER: _____ City, State: _____

Years attended: _____

Degree or Certification: _____

OTHER: _____ City, State: _____

Years attended: _____

Degree or Certification: _____

PREVIOUS EMPLOYMENT

BEGIN WITH MOST RECENT

Employer : _____ From: _____ To: _____

Address: _____
Street City State Zip Code

Supervisor: _____ Telephone: _____

Starting Pay: \$ _____ HOUR SALARY Ending Pay: \$ _____ HOUR SALARY

Job Title: _____ Responsibilities: _____

Reason For Leaving: _____



Employer : _____ From: _____ To: _____

Address: _____
Street City State Zip Code

Supervisor: _____ Telephone: _____

Starting Pay: \$ _____ HOUR SALARY Ending Pay: \$ _____ HOUR SALARY

Job Title: _____ Responsibilities: _____

Reason For Leaving: _____

Employer : _____ From: _____ To: _____

Address: _____
Street City State Zip Code

Supervisor: _____ Telephone: _____

Starting Pay: \$ _____ HOUR SALARY Ending Pay: \$ _____ HOUR SALARY

Job Title: _____ Responsibilities: _____

Reason For Leaving: _____

REFERENCES

LIST THREE PROFESSIONAL REFERENCES WHO MAY BE CONTACTED ABOUT YOUR WORK HISTORY.

Name: _____
Company: _____
E-MAIL: _____

Phone: _____
Title: _____
Years Known: _____

Name: _____
Company: _____
E-MAIL: _____

Phone: _____
Title: _____
Years Known: _____

Name: _____
Company: _____
E-MAIL: _____

Phone: _____
Title: _____
Years Known: _____



I have submitted the attached form to JCPSD for the purpose of obtaining assistance in securing permanent, temporary, or contract employment. I acknowledge that the use of this form, and my filling it out, does not indicate that any positions are open, nor does it obligate JCPSD to further process my application. I certify as to the accuracy of the matters set forth herein and, in my resume, and understand that any misstatement of fact may cause me to be refused employment or to lose my employment.

I hereby authorize JCPSD and its agents to make such investigations and inquire into my employment and educational history and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools, and other persons from all liability in responding to inquires connected with my application and I specifically authorize the release of information by any schools, businesses, individuals, services or other entities listed by me in this form. Furthermore, I authorize JCPSD and its agents to release any reference information to clients who request such information for purposes of evaluating my credentials and qualifications.

I understand that district policy requires an applicant to pass a pre-employment background check and drug screen. Failure to comply with these inquires will disqualify the applicant from present and future employment consideration. If employed, I further understand that my employment is not guaranteed for any specific time and may be terminated at any time for any reason.

It is the policy of the Jefferson County Public Sewer District not to discriminate on the basis of political affiliation, race, color, religion, national origin, sex, age or disability, or other status protected by law except where specific age or physical requirements constitute a bona fide occupational qualification. The job duties will be reviewed with you to determine your ability to perform the essential functions of the position.

I, the Applicant, certify that my answers are true and honest to the best of my knowledge. If this application leads to my eventual employment, I understand that any false or misleading information in my application or interview may result in my employment being terminated.

SIGNED: _____
(Candidate)

DATE: _____

SOCIAL SECURITY NUMBER: _____

Background Check Release. I, the above signed applicant, authorize Jefferson County Public Sewer District to perform a Background check.

