



# EMPLOYMENT APPLICATION

## Rio Linda / Elverta Community Water District

730 L Street, Rio Linda, CA 95673  
 Phone (916) 991-1000 Fax (916) 991-6616

Please provide all the information that is required in this application. Answer each question fully and accurately. The omission of any information may delay the processing of your application. Write "N/A" (Not Applicable) beside those items that do not apply.

**Please Print Clearly**

NAME: Last Name First Name Middle Initial

ADDRESS: Street Address City State and Zip Code

DAY TELEPHONE: EVENING PHONE:

Title and Position that you are applying for:

Are you at least 18 years old? Yes: No:

(if under 18, hire is subject to verification that you are of minimum legal age.)

Are you legally eligible for employment in this country? Yes: No:

Have you ever been employed here before? If yes, give date (s) Dates: Yes: No:

Are you currently employed? Yes: No:

May we contact your present employer? Yes: No:

Do you have any relatives either working for Rio Linda / Elverta Community Water District or are a member of the District's Board of Directors? If yes, state name(s) and relationship:

Name: Relationship:

Are you able to perform the essential functions of the job for which you are applying for, either with or without reasonable accommodation? If no, please describe the functions that cannot be performed.

Please provide details on your education and training in the chart below.

Type of Training	Course of Study	Credits	Degree/Certificate
High School			
College			
Trade School			
Other			

Please indicate below any other skills that you may possess:

Typing Rate:  10/Key Data

Computer Programs Adeptness \_\_\_\_\_

All other skills: \_\_\_\_\_

## Job Experience

Please list you most recent employment first

	Monthly	Hourly
Dates of Employment: _____ Wages _____		
Employer: _____		
Address: _____		
Phone: _____ Name of Supervisor: _____		
Reason for leaving this job? _____		
Position Held: _____		
Describe your specific duties, responsibilities and accomplishments in this job.		

	Monthly	Hourly
Dates of Employment: _____ Wages _____		
Employer: _____		
Address: _____		
Phone: _____ Name of Supervisor: _____		
Reason for leaving this job? _____		
Position Held: _____		
Describe your specific duties, responsibilities and accomplishments in this job.		

	Monthly	Hourly
Dates of Employment: _____ Wages _____		
Employer: _____		
Address: _____		
Phone: _____ Name of Supervisor: _____		
Reason for leaving this job? _____		
Position Held: _____		
Describe your specific duties, responsibilities and accomplishments in this job.		

I certify that all answers and statements made by me in this application are true and correct to the best of my knowledge. I understand that any misrepresentation or omission of fact may be caused for immediate termination from Rio Linda / Elverta Community Water District, if I am employed. I also understand that a physical examination may be a condition of employment

I hereby authorize the companies, schools or persons listed in this application to give Rio Linda / Elverta Community Water District any information regarding my work, character, records and qualifications, and hereby release said companies, schools, and/or persons from any liability or any damage whatsoever for issuing this information. For positions requiring police checks, I hereby authorize any municipal, state or federal law enforcement agency to release records concerning my back ground.

I understand that, if I am employed, I will be required to abide by rules, regulations and policies of the Rio Linda / Elverta Community Water District. I declare, under penalty of perjury, that all information on this application is true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_