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| **Application for Employment** | We are an Equal Opportunity Employer and is committed to excellence through diversity. | Please print or type. The application should be fully completed to be considered. Please complete each section, even if you attach a resume. |
|  |
| **Personal Information** |
| Name |  |  |  |  |
|  |
| Address |  | City | State | Zip |
|  |       |       |       |
| Preferred Contact Phone Number |  | Email Address |  |  |
|       |  |       |
| Are you a U.S. Citizen? |  | Have you ever been convicted of a felony? |
| Yes [ ]  | No [ ]  | Yes [ ]  | No [ ]  |  |
| If selected for employment, are you willing to submit to a Criminal Background Screening? |
| Yes [ ]  | No [ ]  NA |  |  |  |
|  |
| **Position** |
| Position you are applying for | Available Start Date |  | Desired Pay |
| ***Utility Program-office assistant*** |       |       |
| Employment Desired ***(Position is currently part time, 20 – 30 hrs per week)***  |  |  |  |  |
|  |  | [ ]  ~~Full Time~~ |  | [ ]  ***Part Time***  |  | [ ]  ~~Seasonal/Temporary~~ |  |
|  |
| **Education** |
| School Name | Location | Years Attended | Degree Received | Major |
|  |       |       |       |       |
|  |  |       |       |       |
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|  |       |       |       |       |
| **[** |
| **Professional / Personal References** |
| Name | Title | Company | Phone / Email |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
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| **Employment History** |
| **Employer (1)** |  | Job Title |  | Dates Employed |
|       |       |       |
| Work Phone |  | Starting Pay Rate |  | Ending Pay Rate |
|       |       |       |
| Address |  | City | State | Zip |
|       |       |       |       |
| **Employer (2)** |  | Job Title |  | Dates Employed |
|       |       |       |
| Work Phone |  | Starting Pay Rate |  | Ending Pay Rate |
|       |       |       |
| Address |  | City | State | Zip |
|       |       |       |       |
| **Employer (3)** |  | Job Title | Dates Employed |
|       |       |       |
| Work Phone |  | Starting Pay Rate |  | Ending Pay Rate |
|       |       |       |
| Address |  | City | State | Zip |
|       |       |       |       |
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| **Signature Disclaimer** |
| 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. |
| Name (Please Print) |  | Signature(You can sign this and return or sign if / when you interview)  |
|       |  |
| Date |  |
|  |