

SNOWMASS WATER AND SANITATION DISTRICT
P.O. BOX 5700
0177 CLUBHOUSE DRIVE
SNOWMASS VILLAGE, CO 81615
970 923-2056 FAX # 970 923-6271

APPLICATION FOR EMPLOYMENT

The careful and thoughtful completion of this application is an important step in our consideration of individuals for employment. Therefore, you must complete the entire application fully and honestly. If you do not, you will not be considered for employment. It is understood that any false statements or omissions of material fact on this application may, at any time during your employment if you are employed, result in your termination. Your application must specify the position for which you are applying. Please print in ink and use your own handwriting. If you need additional space for any of your answers, please use the backs of the pages of this application and indicate in the space provided for your answer that it is continued on the back of the page.

Employment with the Snowmass Water & Sanitation District is based on individual merit. Employment opportunities are open to all without regard to religion, race, color, national origin, age, sex, veteran status or disability.

Personal Information

Name:	Phone #:
Present Address:	
Permanent Address:	
In case of emergency contact Name: Address / telephone # :	
Are you 18 years or older <input type="checkbox"/> yes <input type="checkbox"/> no	

Desired Employment

Position:	Date you can start:	Salary desired:
Ever applied to the District before? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, when?		
Ever worked for the District before? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, when?		
Reason for Leaving? Name of last Supervisor at the District?		
Are you employed now? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, may we inquire of your present Employer? <input type="checkbox"/> yes <input type="checkbox"/> no		

Education

School Level	Name/Location	# of years attended	Did you graduate?	Major / Particular area(s) of study
Trade, Business, or Correspondence				
Degrees received:		Class rank/GPA		
College				
Degrees received:		Class rank/GPA		
High School				

Employment History List below your last four employers, beginning with most recent

Present or Last Employer:		
Address:		
Telephone #:	Start Date:	End Date:
Supervisor's Name:	Starting Salary:	Ending Salary:
Position / Description of Work:		
Reason for Leaving:		

Previous Employer:		
Address:		
Telephone #:	Start Date:	End Date:
Supervisor's Name:	Starting Salary:	Ending Salary:
Position / Description of Work:		
Reason for Leaving:		

Previous Employer:		
Address:		
Telephone #:	Start Date:	End Date:
Supervisor's Name:	Starting Salary:	Ending Salary:
Position / Description of Work:		
Reason for Leaving:		

Previous Employer:		
Address:		
Telephone #:	Start Date:	End Date:
Supervisor's Name:	Starting Salary:	Ending Salary:
Position / Description of Work:		
Reason for Leaving:		

If applicable, explain when and why you were unemployed for any period in excess of one month from the time you commenced the first job listed to the last job listed.

Skills

Skills relative to position applied for?
Office equipment operated?
Construction / Maintenance Equipment and Tools operated?
Heavy equipment operator?
Computer software operated?
Special skills?
Management skills?

References

Name	Address / Telephone	Years known	Business

Special Questions

Have you ever been convicted of a felony or misdemeanor within the last 5 years?

____yes ____no

If yes please explain. (Any answer of "yes" does not automatically disqualify you from consideration for employment.)

Authorization – Please read carefully.

I certify that the information furnished on this application is true and correct. I understand and agree that any falsification, misrepresentation, misleading statements or omission of facts on either this application or during the pre-hire process will be a sufficient reason for (1) my not being offered employment or (2) dismissal at any time from the service of the District if employed.

In addition, I authorize my former employers to provide the Snowmass Water and Sanitation District any information set forth in this application, and I release all parties from any liability for any damages, which may result from furnishing such information.

I agree to conform to all Snowmass Water and Sanitation District policies, rules and regulations if employed. I understand and agree that if employed by Snowmass Water and Sanitation District my employment will be on an at-will basis, which means that I have the right to terminate my employment at any time, with or without cause and with or without advance notice, and the Snowmass Water and Sanitation has the same right. I further understand and agree that no employec or representative of the Snowmass Water and Sanitation District, other than the District Manager, has the power or authority to enter into any oral or written agreement for employment for any specified period of time, or to make any representations or agreement contrary to the foregoing, unless that representation is in writing and signed by the District Manager.

Date: _____

Signature _____

DMV AUTHORIZATION

I, _____, hereby authorize, **Snowmass Water & Sanitation**, and its agents, to conduct a Department of Motor Vehicle Report and to receive all information regarding my driving record. Below are the facts that are needed to conduct the report and are said to be true to the best of my knowledge.

First MI Last
(NAME AS IT APPEARS ON LICENSE)

Date of Birth

Drivers License Number State of License

Signature Date

To be completed by Snowmass Water & Sanitation before sending to Neil-Garing Agency:

Check the status of the person listed above:

- Job Applicant
- Newly Hired Employee
- Rehired Employee
- Current Employee

IMPORTANT NOTICE

** Neil-Garing Agency is not able to run Motor Vehicle Reports for licenses issued in California, Maryland, Nevada, Pennsylvania, US Territories, or foreign countries. In these instances, please have the individual obtain an MVR from the jurisdiction they are licensed or obtain a valid Colorado Driver's License.

** Driving eligibility is not automatic. If you wish to add a driver once the MVR is run, please contact Neil-Garing Agency. Final approval is subject to underwriter review.