

	<p align="center">GADSDEN WATER WORKS</p> <p align="center">515 ALBERT RAINS BLVD.</p> <p align="center">GADSDEN, AL 35901</p>
<p align="center">APPLICATION FOR EMPLOYMENT</p>	<p align="center">SUBMIT TO THE GENERAL MANAGER'S OFFICE</p>

Application information

Full name:	_____			Date:	_____
	<i>Last</i>	<i>First</i>	<i>M.I.</i>		
Date of Birth	_____		Place of Birth	_____	
Address:	_____		Phone:	_____	
	<i>Street address</i>	<i>Apt/Unit #</i>		Email:	_____
	<i>City</i>	<i>State</i>	<i>Zip Code</i>		
Date Available:	_____		SOCIAL SECURITY NUMBER	_____	
Position applied for:	_____				
In Case of Emergency Notify	_____				
	Name	Relationship	Phone Number		
Are you a citizen of the United States?	Yes <input type="checkbox"/>	No <input type="checkbox"/>			
If no, are you authorized to work in the U.S.?	Yes <input type="checkbox"/>	No <input type="checkbox"/>			
On what date would you be available for work?	_____				
Are you employed now?	Yes <input type="checkbox"/>	No <input type="checkbox"/>			
May we contact your present employer?	Yes <input type="checkbox"/>	No <input type="checkbox"/>			
Have you ever worked for this company?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, when?	_____	
Have you ever been convicted of a felony?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, explain?	_____	

AN EQUAL OPPORTUNITY EMPLOYER

Education

High school:

Address: _____

From: _____

To: _____

Did you graduate?

Yes No

Diploma: _____

College:

Address: _____

From: _____

To: _____

Did you graduate?

Yes No

Degree: _____

Course of Study: _____

Other Specialized Training, Apprenticeship, and Skills? _____

List of equipment you can operate and your proficiency if it might be relevant to the job you seek? _____

References

Please list three professional references.

Full name: _____

Relationship: _____

Address: _____

Phone: _____

Full name: _____

Relationship: _____

Address: _____

Phone: _____

Full name: _____

Relationship: _____

Address: _____

Phone: _____

Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities. You may exclude organization names which indicate race, color, religion, gender, national origin, handicap, or other protected status.

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor for a reference? Yes No Current Payrate _____

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor for a reference? Yes No Payrate _____ to _____

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor for a reference? Yes No Payrate _____ to _____

May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor for a reference? Yes No Payrate _____ to _____

Military Service

Branch: _____ From: _____ To: _____

Rank at discharge: _____ Type of discharge: _____

If other than honorable, explain: _____

SPECIAL SKILLS AND QUALIFICATIONS:

Summarize special skills and qualifications acquired from employment or other experience.

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner the activities involved in the job or occupation for which you have applied? A description of the activities involved in such a job or occupation will be shown upon request.

YES _____ NO _____

Disclaimer and signature

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

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 90 days. Any application wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

The application understands that neither this document nor any offer of employment from the employer constitute an employment contract.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature: _____ Date: _____

Referral Source: () Advertisement () Friend () Relative () Walk-In
 () Employment Agency () Facebook () Other _____