

APPLICATION FOR EMPLOYMENT

Drug-Free applicants only

POSITION FOR WHICH YOU ARE APPLYING _____

Full Time

Temporary

Part Time

IDENTIFICATION

Last Name	First Name	M.I.	Social Security Number Do not fill out unless hired
Local Address (mailing)	City, State, Zip Code		Telephone Number
Name of Person to Be Notified in Case of Emergency			Telephone Number
If hired, can you present evidence of your U.S. Citizenship or proof of your legal right to live and work in this country? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Do you have a valid California Driver's License? YES <input type="checkbox"/> NO <input type="checkbox"/> List any restrictions:			

EDUCATION AND TRAINING

Name of School	Location City & State	Diploma/Credits	Grade/Units Completed	Course Major	GPA
High School					
Business or Trade School					
College					
Other					

U.S. MILITARY SERVICE

Branch of U.S. Service:
Relevant skills acquired:

Do you have any limitation on your ability to perform the duties of the job for which you are applying?

YES NO

If yes, describe the conditions and the nature of your work limitations?

Where did you hear about this opening? _____

Have you previously been employed by Trinity County RCD? YES NO

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT
PO BOX 1450 WEAVERVILLE, CA. 96093.
(530) 623-6004

SKILLS

Office Machines Operated:			
If Applicable			
Typing Speed:	WPM	Shorthand Speed:	WPM
Factory/Shop/Field Equipment or Machines Operated			
Please list skills and abilities that would qualify you for this position			
Subjects of special training, study or research work – List job-related licenses/certifications			

Are you able to pass a preemployment physical and drug test? YES NO

ACTIVITIES

Professional organizations including offices (omit unions & organizations which would indicate race, creed, or national origin).
Work Related Hobbies and Leisure Interests:

Have you ever been convicted of a felony? YES NO

If yes, state the nature of the crime(s), when and where convicted and disposition of the case:

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT
 PO BOX 1450 WEAVERVILLE, CA. 96093.
 (530) 623-6004

WORK EXPERIENCE (Go back at least 10 years, starting with the most current. Include US Military Service.)

Name and Address of Employer			
Type of Business		Telephone Number	
Date Started	Date Ended	Starting Wage	Ending Wage
Job Title	Reason for Leaving	Name & Title of Supervisor	
Description of Work & Responsibilities			

WORK EXPERIENCE

Name and Address of Employer			
Type of Business		Telephone Number	
Date Started	Date Ended	Starting Wage	Ending Wage
Job Title	Reason for Leaving	Name & Title of Supervisor	
Description of Work & Responsibilities			

WORK EXPERIENCE

Name and Address of Employer			
Type of Business		Telephone Number	
Date Started	Date Ended	Starting Wage	Ending Wage
Job Title	Reason for Leaving	Name & Title of Supervisor	
Description of Work & Responsibilities			

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT
 PO BOX 1450 WEAVERVILLE, CA. 96093.
 (530) 623-6004

ADDITIONAL EXPERIENCE:

Date		Company, Address and Telephone #	Job Title	Reason for Leaving
From	To			

MAY WE CONTACT YOUR MOST RECENT EMPLOYER? YES NO

REFERENCES: List below three persons who have knowledge of your work performance within the last three years.

Name	Occupation
Address:	
Telephone Number (Include Area Code)	Number of Years Acquainted

Name	Occupation
Address:	
Telephone Number (Include Area Code)	Number of Years Acquainted

Name	Occupation
Address:	
Telephone Number (Include Area Code)	Number of Years Acquainted

PLEASE READ AND SIGN BELOW

I hereby certify that the answers given by me are true and correct to the best of my knowledge. I understand that any conscious omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I become employed with Trinity County Resource Conservation District (RCD).

I understand that RCD is a drug and alcohol free work place and any offer of employment is contingent on a pre-employment physical and drug test. Failure to report to the test site at the time assigned is will be construed to the RCD as a positive test result. I hereby authorize the RCD to thoroughly investigate my references, work record & education related to my suitability for employment and, further, authorize my former employers to disclose to the RCD any information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release my former employers from any claims, demands or liabilities arising out of such disclosure.

I understand and agree that if I become employed by the RCD, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice. Trinity RCD is an "At Will" employer.

Applicant's Signature: _____ Date: _____