

APPLICATION FOR EMPLOYMENT
BRYAN CO. RURAL WATER, SEWER & SOLID WASTE MANAGEMENT DISTRICT #2
P.O. BOX 119
9077 US 70
MEAD, OK 73449

INSTRUCTIONS: Please answer all questions. Application must be completely filled out to be considered.
Bryan Co. Rural Water, Sewer & Solid Waste Management District #2 is an equal opportunity employer.

NOTE: Are you legally eligible for employment in this country? YES or NO

Name: First MI Last Date:

Address: City: State: Zip Code:

Telephone Number(s):	Are you 18 or over? YES or NO	Social Security Number
Position Desired: Full-Time Part-time Temp Summer	Desired Salary	Date available for work
Do you have any relative working for this company? YES or NO	If yes, who?	Relationship to you?

Education	Name and Location of School	# of Years Completed	Major Courses of Study
High School or GED			
Technical or Trade School			
College or University			
Other			

Professional or trade licenses/certificates

SKILLS - Please indicate training or experience (*Circle all that apply*)

Typing _____ wpm 10-Key _____ Other _____
Printing Equipment _____ Computer Operations _____
Word Processing _____ Programming _____

Backhoe _____ Tractor _____ Mower _____ Other _____
Bucket Truck _____ Excavator/Trackhoe _____ Weed Eater _____

Do you possess a valid Oklahoma Driver's License? YES or NO Type _____

Operator License No. _____ Chauffeur License No. _____

Commercial License No. _____

What job (or activity) have you most enjoyed and why? _____

What job (or activity) have you least enjoyed and why? _____

Is there anything else you would like us to know about you? _____

Have you ever been discharged or asked to resign from employment? YES or NO

If yes, please explain: _____

Have you ever been convicted of a felony? YES or NO If yes, what offense? _____

Date _____ Place (City & State) _____

Criminal convictions are not an absolute bar to employment, but will be considered in relation to specific job requirements.

WORK EXPERIENCE (Start with present or last employment and work back through previous positions)

Employer	Dates Employed From To		Duties
Address City State Zip			
Title of Position	Salary Starting Final		
Supervisor's Name and Telephone Number			Reason for leaving
Employer	Dates Employed From To		Duties
Address City State Zip			
Title of Position	Salary Starting Final		
Supervisor's Name and Telephone Number			Reason for leaving
Employer	Dates Employed From To		Duties
Address City State Zip			
Title of Position	Salary Starting Final		
Supervisor's Name and Telephone Number			Reason for leaving
Employer	Dates Employed From To		Duties
Address City State Zip			
Title of Position	Salary Starting Final		
Supervisor's Name and Telephone Number			Reason for leaving

References: Please list three professional references not related to you, with full name, address, phone number, and relationship. If you don't have professional references, then list personal, unrelated references.

Name	Address/City/State	Phone Number	Relationship

PLEASE READ BEFORE SIGNING

I Understand and agree that:

1. Any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of employment, or if employed, termination from employment.
2. It is my understanding that Bryan Co. Rural Water, Sewer & Solid Waste Management District #2 may make a thorough investigation and may verify all data given in this application. I hereby authorize my present and previous employers and educational institutions to provide information requested by Bryan Co. Rural Water, Sewer & Solid Waste Management District #2.
3. I agree that my employment may be terminated by Bryan Co. Rural Water, Sewer & Solid Waste Management District #2 at any time without liability for wages or salary except such as may have been earned at the time of such termination.
4. Business needs may at times make the following conditions mandatory: overtime, shiftwork, a rotation schedule, or a work schedule other than Monday through Friday.
5. Bryan Co. Rural Water, Sewer & Solid Waste Management District #2 reserves the right to request a pre-employment (post-offer) physical examination and comprehensive drug testing as a normal part of the selection process.
6. Nothing on the application is intended to create or imply a contractual relationship, if hired, the employee understands that employment is at will, i.e., that it is not for any specific time period or duration, and can be terminated with or without reason at any time.

This is an application for employment. Employment is not being offered at this time. I understand that if I am employed, such employment is for an indefinite period of time and that Bryan Co. Rural Water, Sewer and Solid Waste Management District #2 can change wages, benefits, and conditions at any time.

If employed, I will comply with all rules and regulations as set forth in the Bryan Co. Rural Water, Sewer & Solid Waste Management District #2 Personnel Policy and other policies as established by departmental procedures.

I have read or have had this application read to me and understand all statements and questions contained in the application for employment, and have answered to the best of my ability.

You may contact my present employer: YES NO

_____ Applicant's Signature	_____ Date
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DO NOT WRITE IN THIS AREA - FOR OFFICE USE ONLY

Background Check Clear	Date Hired	Starting Salary
YES NO	_____	_____

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