



# South Huntington Water District

## EMPLOYMENT APPLICATION

Full name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street address Apt/Unit #  
City State Zip Code Email: \_\_\_\_\_

Date Available: \_\_\_\_\_ Desired salary: \$ \_\_\_\_\_

Position applied for: \_\_\_\_\_

Referral Source (Walk-in, Job posting, etc.) \_\_\_\_\_

Type of Employment desired: Full-Time \_\_\_\_\_ Part-Time \_\_\_\_\_ Seasonal \_\_\_\_\_

If necessary, best time to call you is: \_\_\_\_\_ AM \_\_\_\_\_ PM

Have you applied here before?

Yes ☐ No ☐

If yes, give date(s) and position: \_\_\_\_\_

Are you a citizen of the United States? Yes ☐ No ☐

If no, are you authorized to work in the U.S.? Yes ☐ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☐

If yes, explain? \_\_\_\_\_

Are you able to meet the attendance requirements of the position? Yes ☐ No ☐

Will you work overtime if required? Yes ☐ No ☐

Driver's License number required: \_\_\_\_\_ State: \_\_\_\_\_

## Education

Please provide the following information:

School	City and State		
From: _____	To: _____	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>	Diploma: _____
College: _____	Address: _____		
From: _____	To: _____	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>	Degree: _____
Other: _____	Address: _____		
From: _____	To: _____	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>	Degree: _____

## Previous Employment

Company: _____	Phone: _____
Address: _____	Supervisor: _____
Job title: _____	From: _____ To: _____
Responsibilities: _____	
May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Company: _____	Phone: _____
Address: _____	Supervisor: _____
Job title: _____	From: _____ To: _____
Responsibilities: _____	
May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

May we contact your previous supervisor for a reference?

Yes ☐

No ☐

## References

Please list three professional references.

Full name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Full name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Full name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

## **Skills and Qualifications**

Summarize any special training skills, languages, licenses, computer skills and/or certificates that may assist you in performing in the position for which you are applying:

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## **Military Service**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at discharge: \_\_\_\_\_ Type of discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

## **Disclaimer and signature**

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.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_