

# APPLICATION FOR EMPLOYMENT

LAST  
FIRST  
MIDDLE

**PERSONAL INFORMATION**

Date \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Number \_\_\_\_\_

NAME  
LAST FIRST MIDDLE

PRESENT ADDRESS  
STREET CITY STATE ZIP CODE

PERMANENT ADDRESS  
STREET CITY STATE ZIP CODE

PHONE NUMBER ( ) \_\_\_\_\_

IF RELATED TO ANYONE IN OUR EMPLOY  
STATE NAME AND DEPARTMENT REFERRED BY

**EMPLOYMENT DESIRED**

POSITION	DATE YOU CAN START	CAN YOU TRAVEL IF A JOB REQUIRES IT?	SALARY DESIRED

ARE YOU EMPLOYED NOW? IF SO MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?

EVER APPLIED TO THIS COMPANY BEFORE? WHERE? WHEN?

**EDUCATION**

NAME AND LOCATION OF SCHOOL	GRADUATED?	MAJOR SUBJECTS	AVERAGE GRADES
HIGH SCHOOL			
COLLEGE			
TRADE BUSINESS OR CORRESPONDENCE SCHOOL			

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK

PLEASE LIST JOB RELATED ACTIVITIES: CIVIC, ATHLETIC, ETC.  
(YOU MAY EXCLUDE ORGANIZATIONS, THE NAME OR CHARACTER OF WHICH INDICATES THE RACE, CREED, SEX, SEXUAL ORIENTATION, MARITAL STATUS, AGE, COLOR OR NATIONAL ORIGIN OF ITS MEMBERS)

(CONTINUED ON OTHER SIDE)

**FORMER EMPLOYERS**

(LIST BELOW LAST FOUR EMPLOYERS, BEGINNING WITH PRESENT OR MOST RECENT - EXPLAIN ANY GAPS ON ACCOMPANYING PAGE)

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

**REFERENCES**

(GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR)

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED

IN CASE OF EMERGENCY NOTIFY

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

Have you ever been convicted of a crime? (Exclude convictions for marijuana-related offenses more than two years old (as set forth in Labor Code § 432.8); convictions that have been sealed, expunged, judicially dismissed or legally eradicated, and any information concerning a referral to, and participation in, any pre-trial or post-trial diversion program; and misdemeanor convictions for which probation was completed and the case was dismissed.) YES  NO  If yes, briefly describe the nature of the crime(s), the date and place of conviction and the legal disposition of the case. (Note: A conviction record is not an automatic disqualification for employment):

\_\_\_\_\_

I authorize investigation of all statements contained in this Application and do hereby discharge the person to whom any request for information is presented from any and all manner of actions, claims and demands whatsoever, known or unknown, which I ever had, now have, may have or claim to have against the person to whom this request is presented, or its agents or employees arising out of or by reason of complying with any request by RIVERSIDE HIGHLAND WATER COMPANY for information in connection with my Application for Employment with RIVERSIDE HIGHLAND WATER COMPANY. I understand that misrepresentation or omission of facts called for may result in my not being hired or dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any previous notice.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

