

Centerton Water and Sewer Application For Employment

Administrative Office
517 North Main Street
Centerton, Ark 72719
(479) 795-0222

Please print or type. The application must be fully completed to be considered. Please complete each section, even if you attach a resume.

We are an Equal Opportunity Employer and fully subscribe to the principals of Equal Employment Opportunity. Applicants and/or employees are considered for hire, promotion and job status, without regard to race, color, religion, creed, sex, marital status, national origin, and age, physical or mental disability.

This application is valid for 30 days.

Personal Information

Name		Social Security Number:		
Address		City	State	Zip
Phone Number	Mobile Number	Email Address		
Are You A U.S. Citizen? Yes <input type="checkbox"/> No <input type="checkbox"/>		Have You Been Convicted Of A Felony within past 7 years? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Are you able at the time of employment to submit verification of your legal right to work in the US? (Verification and completion of Form I-9 must be submitted no later than three business days after date of hire.) Yes <input type="checkbox"/> No <input type="checkbox"/>				
If Selected For Employment Are You Willing To Submit to a Background check, Driver's History/license Check and/or Pre-Employment Drug & Alcohol Screening Test? (Any offer of employment is conditional upon the results of background search and drug/alcohol testing when applicable to job duties of position). Yes <input type="checkbox"/> No <input type="checkbox"/>				
Do you possess a valid driver's license? Yes <input type="checkbox"/> No <input type="checkbox"/> Driver's License # _____ State: _____				

Position

Position You Are Applying For	Available Start Date	Desired Pay
Employment Desired: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time		
If required, will you work? <input type="checkbox"/> Overtime <input type="checkbox"/> Saturdays <input type="checkbox"/> Sundays <input type="checkbox"/> On Call		
Are you able to perform the essential job functions of the position for which you are applying with or without reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Education

School Name/Address	Location	Years Attended	Degree Received	Major

List any scholarships, academic honors, awards or special achievements:

Skills

Please list any skills that are appropriate for the position you are applying for:

State fully why you believe you are qualified for the position:

Interest / Accomplishments: You may wish to list significant experience, interest & accomplishments gained while working as a volunteer or a hobbyist that may be useful in the position(s) you are seeking. Names or organizations designation religion, race, etc. need not be mentioned:

References

Name	Title	Company	Phone

Employment History

Employer (1)	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip

List job held, duties performed, skills used & promotions while employed at this company:

Employer (2)	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip

List job held, duties performed, skills used & promotions while employed at this company:

Employer (3)	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip

List job held, duties performed, skills used & promotions while employed at this company:

Employer (4)	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip

List job held, duties performed, skills used & promotions while employed at this company:

Applicant Certification

I understand and agree that if driving is a requirement of the job for which I am applying, my employment and/or continued employment is contingent on possessing a valid driver's license in the state where I reside.

I understand that Centerton Water & Sewer has established a drug-free workplace with a drug and/or alcohol testing program consistent with applicable federal, state, and local law. If I am offered a conditional offer of employment, I understand that if a pre-employment (post-offer) drug and/or alcohol test is positive, the employment offer may be withdrawn. I agree to work under the conditions requiring a drug-free workplace, consistent with applicable federal, state, and local law. I also understand that all employees of the location, pursuant to Centerton Water & Sewer's policy and federal, state, and local law, may be subject to urinalysis and/or blood screening or other medically recognized tests designed to detect the presence of alcohol or controlled drugs. If employed, I understand that the taking of alcohol and/or drug test is a condition of continual employment and I agree to undergo alcohol and drug testing consistent with the Company's policies and applicable federal, state, and local law.

If employed by Centerton Water & Sewer, I understand and agree that Centerton Water & Sewer, to the extent permitted by federal, state, and local law, may exercise its right, without prior warning or notice, to conduct investigations of property (including, but not limited to, files, lockers, desk, vehicles, and computers) and, in certain circumstances, my personal property.

I certify that all the information on this application, my resume, or any supporting documents is complete and accurate to the best of my knowledge. I understand that any falsification, misrepresentation, or omission of any information may result in disqualification from consideration for employment or, if employed, disciplinary action, up to and including immediate dismissal.

I authorize Centerton Water & Sewer or its agents to confirm all statements contained in this application and/or resume as it relates to the position I am seeking and to the extent permitted by federal, state, or local law. I agree to complete any requisite authorization forms for the background investigation, credit history, driver's record check & drug and/or alcohol testing.

I authorize and consent to, without reservation, any party or agency contacted by this employer to furnish the above-mentioned information. I hereby release, discharge and hold harmless, to the extent permitted by federal, state, and local law, any party delivering information to Centerton Water & Sewer or its duly authorized representative pursuant to this authorization from any liability, claims, charges, or causes of action which I may have as a result of the delivery or disclosure of the above requested information. I hereby release from liability Centerton Water & Sewer and its representative for seeking such information and all persons, corporations, or organizations furnishing such information.

I understand Centerton Water & Sewer hires only individuals who are legally eligible to work in the United States.

I understand that neither this application nor any communication by a management representative is intended to create or does create a contract of employment, offer, or promise of employment. I acknowledge that if hired by Centerton Water & Sewer, employment is on an AT-WILL basis. This means Centerton Water & Sewer is free to terminate by employment at any time, with or without cause or advance notice, in accordance with state law and acceptance of employment is not a contract of employment for any specified time. Similarly, I am free to terminate by employment with Centerton Water & Sewer at any time for any reason. This AT-WILL provision may be modified or waived only in a written agreement signed by an authorized representative of Centerton Water & Sewer and me. I agree to conform to the rules and regulations of Centerton Water & Sewer, and I understand that Centerton Water & Sewer has complete discretion to modify such rules and regulations at any time, except that it will not modify its policy of employment AT-WILL.

Signature Disclaimer

Name (Please Print)	Signature:
Date	
Company Representative (Please Print)	Signature of Company Representative:
Date	