



APPLICATION FOR EMPLOYMENT

Tualatin Valley Irrigation District is an Equal Opportunity employer and provides equal access to programs services and employment to all persons. An employment application must be submitted to be considered for employment, incomplete applications will not be considered.

PLEASE PRINT LEGIBLY.

PERSONAL INFORMATION:

NAME: _____	DATE: _____
ADDRESS: _____	
CITY, STATE & ZIP: _____	
PHONE #: _____	CELL #: _____
EMAIL: _____	
ARE YOU OLDER THAN 18? YES NO	
DO YOU HAVE A VALID DRIVERS LICENSE? YES NO WHICH STATE: _____	
ARE YOU ELIGIBLE TO WORK IN THE UNITED STATES? YES NO	

EDUCATION:

	NAME OF SCHOOL AND LOCATION	DID YOU GRADUATE	# OF YEARS ATTENDED	SUBJECT STUDIED & DEGREE
HIGH SCHOOL / GED:				
COLLEGE:				
TRADE/OTHER:				

SKILLS:

Please list any special study, certificates or accreditations, as well as any technical, clerical or trade skills, relevant to this position.

ARE YOU BILINGUAL? YES NO WHICH LANGUAGE? _____

FORMER EMPLOYERS:List below your last three employers starting with the **MOST RECENT:**

<u>DATE:</u> (MONTH & YEAR)	<u>NAME & ADDRESS OF EMPLOYER</u>	<u>SALARY</u>	<u>PART/FULL TIME</u>
FROM: _____	_____		
TO: _____	_____		
<u>JOB RESPONSIBILITIES:</u>	_____		

<u>REASON FOR LEAVING:</u>	_____		

<u>DATE:</u> (MONTH & YEAR)	<u>NAME & ADDRESS OF EMPLOYER</u>	<u>SALARY</u>	<u>PART/FULL TIME</u>
FROM: _____	_____		
TO: _____	_____		
<u>JOB RESPONSIBILITIES:</u>	_____		

<u>REASON FOR LEAVING:</u>	_____		

<u>DATE:</u> (MONTH & YEAR)	<u>NAME & ADDRESS OF EMPLOYER</u>	<u>SALARY</u>	<u>PART/FULL TIME</u>
FROM: _____	_____		
TO: _____	_____		
<u>JOB RESPONSIBILITIES:</u>	_____		

<u>REASON FOR LEAVING:</u>	_____		

REFERENCES

PLEASE LIST THREE PROFESSIONAL REFERENCES:

NAME: _____	RELATIONSHIP: _____
ADDRESS: _____	PHONE #: _____
NAME: _____	RELATIONSHIP: _____
ADDRESS: _____	PHONE #: _____
NAME: _____	RELATIONSHIP: _____
ADDRESS: _____	PHONE #: _____

PLEASE READ CAREFULLY & SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION:

I certify that the information on this application and its supporting documents is accurate & complete. I understand & agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize Tualatin Valley Irrigation District to investigate, without liability, all statements contained in this application & supporting materials. I authorize references & former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal & credit background investigation, &/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment, & that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment. I understand that staff employees of Tualatin Valley Irrigation District serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States, to file a State security questionnaire & State loyalty oath, & to comply with company & department regulations. I understand that if employed on a temporary basis, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. If employed on a regular basis, benefits-eligible basis, I understand that I would be required to make mandatory contributions to the Tualatin Valley Irrigation District Retirement System or to an optional retirement program, if applicable. I understand that any benefits I receive may be subject to change or discontinuation at any time without prior notice. I understand that the first SIX MONTHS of regular employment represents a provisional period,

APPLICANT SIGNATURE: _____ DATE: _____