



# GREEN VALLEY SPECIAL UTILITY DISTRICT EMPLOYMENT APPLICATION

## "AN EQUAL OPPORTUNITY EMPLOYER"

We do not discriminate based on race, color, religion, national origin, sex, age, disability, or any other status protected by law or regulation. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors. (All medical information will be treated confidentially)

### PERSONAL INFORMATION

Position(s) Applying for: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Secondary Number: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Type/Class: \_\_\_\_\_

(Used to obtain driver's license check pursuant to Section 37, Article. 6687B, V.T.C.S.)

Are you presently employed?      Yes      No      May we contact your present employer?      Yes      No

Available Start Date: \_\_\_\_\_ How did you hear about the career opportunity?

### EDUCATION AND TRAINING

	Name of School	Major Course of Study	Graduate	
High School:	_____	_____	Yes	No
College:	_____	_____	Yes	No
Trade or Business School:	_____	_____	Yes	No
Post Graduate Work:	_____	_____	Yes	No
Other:	_____	_____	Yes	No

Special Training and or Certifications: \_\_\_\_\_

List and describe any special skills you may have such as machine operator, heavy equipment operator etc.

### MILITARY SERVICE

Branch of Service: \_\_\_\_\_ Time in Service: \_\_\_\_\_ Rank at Discharge: \_\_\_\_\_

Reserve Status: \_\_\_\_\_ Service Schools: \_\_\_\_\_

Service Duties: \_\_\_\_\_

**EMPLOYMENT HISTORY** – Provide the following information for your past employers or assignments, starting with the most recent.

1 \_\_\_\_\_ - \_\_\_\_\_  
From To Employer Name Phone Number

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Job Title/Position Address

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Immediate Supervisor & Title Summarize the nature of the work & responsibilities

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Reason for leaving

Salary  
Starting \$ \_\_\_\_\_ per Final \$ \_\_\_\_\_ per

2 \_\_\_\_\_ - \_\_\_\_\_  
From To Employer Name Phone Number

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Job Title/Position Address

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Immediate Supervisor & Title Summarize the nature of the work & responsibilities

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Reason for leaving

Salary  
Starting \$ \_\_\_\_\_ per Final \$ \_\_\_\_\_ per

3 \_\_\_\_\_ - \_\_\_\_\_  
From To Employer Name Phone Number

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Job Title/Position Address

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Immediate Supervisor & Title Summarize the nature of the work & responsibilities

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Reason for leaving

Salary  
Starting \$ \_\_\_\_\_ per Final \$ \_\_\_\_\_ per

4 \_\_\_\_\_ - \_\_\_\_\_  
From To Employer Name Phone Number

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Job Title/Position Address

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Immediate Supervisor & Title Summarize the nature of the work & responsibilities

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Reason for leaving

Salary  
Starting \$ \_\_\_\_\_ per Final \$ \_\_\_\_\_ per

**PROFESSIONAL REFERENCES** – List the names of 3 people with whom you are acquainted. Business address and phone numbers are preferred. Do NOT list relatives.

	Name	Address	Phone Number	Occupation
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____

Provide any additional information that might help evaluate your qualifications:

**ADDITIONAL INFORMATION**

Have you ever been convicted of any law violation? Include any plea of "guilty" or "no contest". Exclude minor traffic violations.

Yes                      No

If Yes, explain:

I declare all statements contained herein to be true and correct to the best of my knowledge. I understand that if employed, any misstatement or omission of fact on this application may be considered cause for dismissal.

I understand that the successful completion of a medical examination (including a drug and alcohol screen) is required by Green Valley Special Utility District (GVSUD) as a condition of employment. I understand that if hired, my employment will be for an indefinite time and that my employment may be terminated for any reason at any time without advance notice. I understand that GVSUD may amend, modify, or revoke any of its rules, regulations, or employment policies at any time. I understand that the rules, regulations, or employment policies of GVSUD do not create a personal contract of employment. I have read this entire application and understand its terms.

I authorize GVSUD to communicate with schools, references, former employers (unless otherwise noted), and any other applicable institutions and agree to hold such persons harmless with respect to any information they may give.

Printed Name

Date

Signature