

# ROGUE VALLEY SEWER SERVICES

PO Box 3130, 138 W Vilas Rd, Central Point, OR 97502

Send to: [employment@rvss-or.gov](mailto:employment@rvss-or.gov)

## APPLICATION FOR EMPLOYMENT

This employment screening form is intended for use in evaluating your qualifications for employment. By giving permission to check the references and information described below, you are assisting RVSS in your evaluation. All qualified applicants will receive consideration without discrimination because of gender, religion, marital status, race, age, creed, national origin, disability or any other legally protected status.

*(Please print or type)*

Date of Application: \_\_\_\_\_ Position(s) Applied For: \_\_\_\_\_

Referral Source:     Advertisement     Friend     Relative     Walk-in     Employment Agency

Other: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
                                    Number                      Street                      City                      State                      Zip Code

Telephone:    DAY (    )                      MESSAGE (    )                      HOME (    )

Drivers License Number: \_\_\_\_\_ State \_\_\_\_\_

Have you filed an application here before?     Yes     No

Are you employed now?     Yes     No    If yes, may we contact your present employer?                       Yes     No

Are you legally allowed and able to work in the USA?     Yes     No

Are you currently on "lay-off" status and subject to recall?     Yes     No

On what date would you be available for work? \_\_\_\_\_

Are you available to work     Full time     Part time     Temporary     Emergency call

*[If applying for a Maintenance position, you will be required to respond, while on call, anywhere in our boundaries within 30 minutes.]*

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

Are you a Veteran as defined in ORS 408.225?    Yes    No

If you would like to be considered for Veterans' Preference, please attach a copy of your DD214.

**AN EQUAL OPPORTUNITY EMPLOYER**

## Employment History

Start with your present or last job. Include military service assignments and volunteer activities. You may exclude organization names that indicate race, color, religion, gender, national origin, handicap, or other protected status.

**Include the name under which you were employed.**

Employer:	Dates Employed	From	To
Address:	Work Performed		
Telephone: (      )			
Job Title:			
Supervisor:			
Reason for Seeking Other Employment:			
Employer:	Dates Employed	From	To
Address:	Work Performed		
Telephone: (      )			
Job Title:			
Supervisor:			
Reason for Leaving:			
Employer:	Dates Employed	From	To
Address:	Work Performed		
Telephone: (      )			
Job Title:			
Supervisor:			
Reason for Leaving:			
Employer:	Dates Employed	From	To
Address:	Work Performed		
Telephone: (      )			
Job Title:			
Supervisor:			
Reason for Leaving:			

If you need additional space, please continue on a separate sheet of paper.

### Special Skills and Qualifications

Summarize special skills and qualifications acquired from employment or other experience: \_\_\_\_\_

# Education

		<i>High School</i>	<i>College/University</i>	<i>Graduate/ Professional</i>
School Name				
Years Completed/Degree		9   10   11   12	1   2   3   4	1   2   3   4
Diploma/Degree				
Describe Course of Study:				
Describe Specialized Training, Apprenticeship, Skills, and Extra-Curricular Activities				

List job-related qualities, professional, trade, business, or civic activities and offices held. **(You may exclude memberships that would reveal gender, race, religion, national origin, age, ancestry, or handicap or other protected status):**

# References

Please provide three personal references (not relatives).

<i>Name</i>	<i>Address</i>	<i>City/State</i>	<i>Phone</i>