

Special Training/Skills/Qualifications: List all job related training or skills you possess and machines or office equipment you can use, such as heavy equipment, printing or graphics equipment, computer equipment, types of software and hardware. (Attach additional page, if necessary.)

Employment Query

Are you presently employed? YES NO If yes, may we contact your present employer? YES NO

Have you ever applied with Consolidated Waterworks before? YES NO

Have you ever been employed by Consolidated Waterworks? YES NO

How were you referred to Consolidated Waterworks?

Advertisement Employee Referral Walk-In Agency Other _____

Driver’s License: YES NO Licensed State: _____

Has your driver’s license ever been suspended? YES NO

If yes, please explain: _____

Have you been issued a ticket for a traffic violation in the last 5 years? YES NO

If yes, please give reason and date: _____

Employment History: (Provide detail; do not use “see resume.”)

- Start with **current** or last job- include armed forces service and self-employment
- Any change of job title under the same employer should be considered a separate position.
- Employer addresses must be complete, including zip codes

1.	Employer	Telephone No.	Supervisor’s Name	
	Type of Business	Address		
Your Job Title	Dates Employed (indicated months & years)		Average Hours Worked Per Week	
		From:	To:	
Duties:				
Base Rate of Pay		Reason For Leaving		
Start:	Final:			

2.	Employer	Telephone No.	Supervisor's Name
Type of Business		Address	
Your Job Title		Dates Employed (indicated months & years) From: _____ To: _____	Average Hours Worked Per Week
Duties:			
Base Rate of Pay Start: _____ Final: _____		Reason For Leaving	

3.	Employer	Telephone No.	Supervisor's Name
Type of Business		Address	
Your Job Title		Dates Employed (indicated months & years) From: _____ To: _____	Average Hours Worked Per Week
Duties:			
Base Rate of Pay Start: _____ Final: _____		Reason For Leaving	

4.	Employer	Telephone No.	Supervisor's Name
Type of Business		Address	
Your Job Title		Dates Employed (indicated months & years) From: _____ To: _____	Average Hours Worked Per Week
Duties:			
Base Rate of Pay Start: _____ Final: _____		Reason For Leaving	

References

List 3 references names, telephone numbers, and years known (do not include relatives or employers):

PRE-EMPLOYMENT CERTIFICATION

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY AND INDICATED YOUR UNDERSTANDING AND ACCEPTANCE BY SIGNING IN THE SPACE PROVIDED

1. I authorize investigation of all statements contained in this application. I understand that falsification, misrepresentation, or omission of facts called for will result in immediate termination from employment or removal of my application from consideration. I authorize Consolidated Waterworks to secure information about my experience with former employers, education institutions and agencies, and for those parties to provide information concerning my experience, releasing all parties from any liability arising there from.
2. If I am offered employment, I give my authorization for the release of my adult criminal history record.
3. If I am offered employment, I give my authorization for pre-employment certification to submit to drug and/ or alcohol testing.
4. If I am offered employment, I understand and agree that I may be required to undergo a medical examination at the Consolidated Waterworks' expense and that my offer of employment may be conditioned by that examination. I agree to authorize release of all results or information obtained from such medical examinations to an appropriate Consolidated Waterworks representative.
5. If employed by Consolidated Waterworks I will abide by Consolidated Waterworks' policies and rules. I understand that I will be required to possess a current and valid driver's license if my position requires me to drive in the course of my work.
6. I understand and agree that unlawful harassment, whether on the basis of race, color, religion, national origin, sex, age, etc., or any other legally protected characteristic will not be tolerated, and will serve as just cause for termination.

My signature below certifies that I have read and understand the foregoing and to the best of my knowledge and belief, the information on this form is true and correct. My signature below also certifies that I agree to be bound by the term conditions stated in this application. This application contains all the understandings and agreements between me and the Consolidated Waterworks concerning the nature of my employment and supersedes all prior and/or contemporaneous practices, oral or written agreements, understandings, statements, representations and promises, express or implied, between me and Consolidated Waterworks. I understand and agree that, except as noted above, no person who is either an agent or employee of Consolidated Waterworks may modify, delete, vary or contradict, whether orally or in writing, the terms and conditions of employment set forth herein.

THIS APPLICATION MUST BE SIGNED Sign Here: _____

Applicant's Signature

_____ Date

TELEPHONE
(985) 879-2495
P.O. Box 630
Houma, LA 70361



FACSIMILE
(985) 879-2283

RELEASE FORM FOR REFERENCE CHECK

PAST EMPLOYERS

I authorize Consolidated Waterworks District No. 1, Terrebonne Parish (DISTRICT) to make inquiries of all my past employers, educational institutions and references concerning my prior employment, including job performance and/or reasons for separation, the verification of my educational background, and personal character. I further authorize all past employers, educational institutions and all other individuals providing references to respond to verbal and written inquiries from DISTRICT regarding my past employment, including job performance and/or reasons for separation, the verification of my educational background, and personal character.

Applicant's Signature

Date

CURRENT EMPLOYERS

I authorize Consolidated Waterworks District No. 1, Terrebonne Parish (DISTRICT) to make inquiries of current employers concerning my existing employment, including job performance. I further authorize all current employers providing references to respond to verbal and written inquiries of DISTRICT regarding my current employment, including job performance.

Applicant's Signature

Date