



Employment Application

Skyway Water and Sewer District is an equal opportunity employer and encourages applications from all persons regardless of race, religion, color, sex, sexual orientation, gender, gender identity or expression, national origin, marital status, age, military status, physical, mental or sensory disability unless based upon a bona fide occupational qualification.

Please print neatly. Answer all questions accurately and completely, and attach supplemental data sheets as needed. Resume may be attached.

Full Name: _____
Last First Middle

Address: _____
Street City State Zip

Email: _____

Phone: Home _____ Business _____

Are you able to proficiently read and converse in English? Yes No

Are you 18 or older? Yes No

Are you authorized to work in the U.S?..... Yes No

If you have any relatives working for Skyway Water and Sewer District, please explain.

Can you perform the essential functions of the job, with or without reasonable accommodation?
 Yes No

Educational Background

	School	Course of Study	Years Attended	Last Year Completed				Graduate?	Diploma or Degree
				1	2	3	4		
<i>Example</i>	<i>University of Washington</i>	<i>Accounting</i>	<i>2001-04</i>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<i>Bachelor's</i>	
High School									
Technical/ Business				<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
College				<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
Graduate				<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		

Have you passed the General Education Development (GED) in place of high school graduation?
 Yes No

List job related special skills that you have acquired and the degree to which you are qualified (computer, mechanical, languages, other specialized or technical) that you want us to know about.

Do you have any (*non-disability related*) activities, commitments, or responsibilities that may prevent you from meeting work attendance requirements? Yes No

If yes, please explain:

Professional References: (Please do not list relatives)

	Name	Address	Office/Home Phone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Employment History

Begin with present or most recent employer, including military service, unemployment, and self-employment. Add additional sections as appropriate.

Company Name: _____

Address: _____ Phone: _____

Job Title: _____

Immediate Supervisor: _____

Dates of Employment: _____

Specific Duties: _____

Reason for Leaving: _____

Employment History (continued)

Company Name: _____

Address: _____ Phone: _____

Job Title: _____

Immediate Supervisor: _____

Dates of Employment: _____

Specific Duties: _____

Reason for Leaving: _____

Company Name: _____

Address: _____ Phone: _____

Job Title: _____

Immediate Supervisor: _____

Dates of Employment: _____

Specific Duties: _____

Reason for Leaving: _____

PLEASE READ CAREFULLY BEFORE SIGNING THIS APPLICATION

In order to ensure that we are hiring the best person for the position as possible, Skyway Water and Sewer District considers the information furnished on this application to be only one step in our hiring process. For this reason, we have a policy of supplementing and completing the information you provide us by checking it against references.

Background Investigation Authorization

I authorize Skyway Water and Sewer District to investigate all statements in this application and to secure any necessary information from all my employers, references, academic institutions and relevant agencies. I hereby release all of those employers, references, academic institutions, relevant agencies and the District from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications, and my suitability for employment with the District.

I also authorize Skyway Water and Sewer District to make any investigations and inquiries of my driving history that may be necessary to arrive at a decision regarding my possible employment by the District. This includes obtaining an Abstract Driving Record.

I understand that any offer of employment is contingent upon receipt of a satisfactory report concerning my academic credentials, and employment references. **I further understand that any false or misleading statements will be sufficient cause for rejection of my application if the District has not employed me and for immediate dismissal if the District has employed me.**

Please note that some positions with the District are AT WILL.

I hereby acknowledge that I have read and understand the preceding statement.

Signature of Applicant

Date

As part of our onboarding process, new employees must provide documentation that meets the UCIS Form I-9 documentation requirements. Please bring acceptable identification documents to your first day of work, such as a passport or driver's license and social security card, or other approved forms of identification for establishing employment authorization. The I-9 must be completed within the first three days of work. Failure to provide acceptable documentation may result in termination of employment.