

# BIGHORN-DESERT VIEW WATER AGENCY

622 S. Jemez Trail, Yucca Valley, CA 92284



We consider applicants for all positions without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, marital, or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.

## APPLICANT INFORMATION

Last Name		First		M.I.	Date
Street Address			Apartment/Unit #		
City		State		ZIP	
Phone		E-mail Address			
Date Available		Social Security No.		Desired Salary	
Position Applied for					
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever filed an application with us before?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	
Have you ever been employed with us before?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
Are you available to work:		Full Time		Part Time	
				Temporary	
If you are under 18 years of age, can you provide required proof of your eligibility to work?					
Are you currently on "lay-off" status and subject to recall?					
Can you travel if the job requires it?					

## EDUCATION

High School		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Describe any specialized training, apprenticeship, skills and extra-curricular activities.					
Describe any honors you have received.					

State any additional information you feel may be helpful to us in considering your application.

**FOREIGN LANGUAGES YOU CAN SPEAK, READ, AND/OR WRITE**

	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

**LIST PROFESSIONAL, TRADE, BUSINESS OR CIVIC ACTIVITIES AND OFFICES HELD.**

*You may exclude memberships which would reveal sex, sexual orientation and gender identity, race, religion, origin, age, ancestry, or disability, or other legally-protected status:*

**REFERENCES**

*Please list three professional references.*

Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

**PREVIOUS EMPLOYMENT**

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	

Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>

### MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

### DISCLAIMER AND SIGNATURE

I hereby authorize Bighorn-Desert View Water Agency to investigate any and all information contained in this application and do hereby authorize any and all individuals and/or entities whom Bighorn-Desert View Water Agency may contact in order to verify such information to release information pertaining to my work record, work habits, work performance, credit history, criminal history, driving record and/or other information related to my general suitability for employment by Bighorn-Desert View Water Agency. I hereby acknowledge that the above described information may be obtained through a "consumer reporting agency" and authorize Bighorn-Desert View Water Agency to receive the above described information, as well as "consumer reports" and/or "investigative consumer reports" for the purpose of determining my suitability for employment.

I do hereby promise and agree to hold harmless and to discharge from any and all liability any and all persons and/or entities who provide information pertaining to my work record, work habits, work performance, credit history, criminal history, driving record and/or other information related to my general suitability for employment by Bighorn-Desert View Water Agency from any and all manner of actions, claims, and demands whatsoever, known or unknown, which I ever had, now have, may have or claim to have against the person who or entity which provided such information to Bighorn-Desert View Water Agency, its attorneys, agents or employees in connection with my application for employment.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, any employment relationship with this Agency shall be in accordance with the current Resolution establishing personnel rules for the Agency, and in compliance with applicable law.

Signature	Date
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**FOR PERSONNEL DEPARTMENT USE ONLY**

Arrange Interview

YES

NO

Remarks