

# Osceola Water Works Application for Employment

208 W. Jefferson St., PO Box 515, Osceola, IA 50213

The Osceola Water Works considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. Osceola Water Works complies with the Iowa Smokefree Air Act.

## Personal Information (Please Print)

Date \_\_\_\_\_ Social Security Number \_\_\_\_\_

Name \_\_\_\_\_  
Last First M.I.

Address \_\_\_\_\_  
Street City State Zip Code

Phone Number \_\_\_\_\_

Are you 18 years or older?  Yes  No

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

Have you ever been convicted of a crime other than a minor traffic violation? (For the purposes of this question, "convicted" includes found guilty, plead guilty, plead no contest, or been given a deferred sentence or judgment).  Yes  No

If yes, please explain \_\_\_\_\_

Note: a conviction will not automatically disqualify an applicant for a particular job. The type and seriousness of the crime, the frequency of violations, the date of conviction, and the applicant's entire work and educational history will be considered.

## Employment Information

Position applied For \_\_\_\_\_ Full-Time or Part-Time \_\_\_\_\_  
Salary desired \_\_\_\_\_ Date available to start \_\_\_\_\_

Are you currently employed?  Yes  No

If so, may we contact your current employer?  Yes  No

Do you have relatives working for the City of Osceola?  Yes  No

If yes, please list name and relationship \_\_\_\_\_

## Veterans Preference

Are you a Veteran of the United States Military?  Yes  No Dates of service: \_\_\_\_\_

## Education Information

	Name & Location of School	Number of Years Completed	Degree	Subject Studied
High School				
College				
Graduate School				
Business/Trade/Tech School				

List any specialized training, apprenticeship, and extra curricular activities.

\_\_\_\_\_

List special job related skills or qualifications, and professional licenses or certificates.

\_\_\_\_\_

**Employment History - Please list your last four employers, starting with the most current. WRITING "SEE RESUME" IS NOT ACCEPTABLE.**

<b>Date (Month &amp; Year)</b>	<b>Employer Address &amp; Phone Supervisor</b>	<b>Salary</b>	<b>Title and description of responsibilities</b>	<b>Reason for leaving</b>
From: To:				
From: To:				
From: To:				
From: To:				

**References – Please list three references not related to you whom have known you at least one year.**

<b>Name</b>	<b>Address</b>	<b>Phone Number</b>	<b>Years Acquainted</b>
1.			
2.			
3.			

List any additional information you feel may be helpful when considering your application.

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I certify that this application is complete to the best of my knowledge for the periods of employment listed and all information given is true and contains no misrepresentations. I am aware that all statements submitted on this application are subject to investigation and verification.

I authorize the references listed above to release to the Osceola Water Works any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise. I release all parties from all liability for any damage that may result from furnishing same to the Osceola Water Works.

Date \_\_\_\_\_ Signature \_\_\_\_\_

**Do you wish to have your name and/or identity remain confidential?**  Yes  No