

**EIGHTH UTILITIES DISTRICT
18 MAIN STREET
MANCHESTER, CT 06042**



Employment Application

APPLICANT INFORMATION												
Last Name			First			M.I.		Date				
Street Address						Apartment/Unit #						
City				State		ZIP						
Phone				Cell Phone								
Email Address			Driver's License No.			State						
Social Security No.			Date Available			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"/>
Are you over 18 years of age?			YES <input type="checkbox"/>		NO <input type="checkbox"/>							
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				
Tech, Voc			Address									
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
Graduate			Address									
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
REFERENCES												
<i>Please list three references who have known you for more than a year. Do not include relatives.</i>												
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			
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			
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			
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		

What training, education, and experience do you have which relates to the position for which you are applying?

Do you speak any languages other than English?

I declare that all statements and answers in this application are true and complete in all respects. I acknowledge and agree that any false statements, misleading answers, omissions, concealment or failure to answer any questions fully, completely and accurately will be grounds for terminating my employment irrespective of when the information is discovered.

I authorize the Eighth Utilities District, at any time prior to or during my employment to: a) investigate my references; b) communicate with my former employers; c) conduct an independent investigation of my character, conduct and employment record, including without limitation, a criminal background check, and/or a credit report. I understand that the result of the background checks may be kept and preserved. I release all parties from all liability for any damage that may result from furnishing information to the Eighth Utilities District.

If employed, I agree to comply with all Eighth District rules, regulations and policies set forth in the Policies and Procedures manual or otherwise. The District, in its sole discretion, may amend, change, modify or delete its rules, regulations or any policies at any time.

I hereby give my voluntary consent for a urine sample to be collected from me and submitted for a drug abuse screening test. I understand that any positive result from such test will preclude my being offered employment. I hereby consent, if I am an applicant, to release the test result to those District officials who make employment decisions for the District.

I understand that all employees of the Eighth Utilities District are employed at-will and that if employed, my employment with the District may be terminated at any time with or without reason or notice. Nothing contained in any document provided to an employee is intended to limit, modify, change or amend the at-will nature of employment with the District. Any salary figure provided to an employee in annual or monthly terms are stated for the sake of convenience or to facilitate comparisons and are not intended and do not create employment contract for any specific period of time. I understand that no person other than the district counsel has the authority to agree to modify or change the at-will nature of my employment and that any such change must be in writing and signed by the District's Counsel.

I agree that upon termination of my employment I will return all district property and records in my possession.

Signature of Applicant

Date