

## **PONDERA COUNTY CANAL & RESERVOIR COMPANY**

We consider applicants for all positions without regard to race, color, national origin, sex, age, religion, political affiliation or non-affiliation, marital or veteran status, sexual orientation, reasonably accommodated medical conditions or physical handicaps, or any other legally protected status.

(PLEASE PRINT)

Date of Application \_\_\_\_\_

1. Position(s) Applied for: \_\_\_\_\_  
\_\_\_\_\_

2. Name: \_\_\_\_\_  
Last First Middle

Telephone: (\_\_\_\_) \_\_\_\_\_ Social Security Number: \_\_\_\_\_

3. Are you employed now? ☐ Yes ☐ No

4. May we contact your present employer(s)? ☐ Yes ☐ No  
(If yes, please enter contact information for your present employer(s) on page 2.)

5. May we contact your prior employer(s)? ☐ Yes ☐ No  
(If yes, please enter contact information for your prior employer(s) on page 2.)

6. Are you prevented from lawfully becoming employed in this country because of Visa or Immigration status? ☐ Yes ☐ No  
(Proof of citizenship or immigration status will be required upon employment.)

7. On what date would you first be available for work? \_\_\_\_\_

8. Are you available to work: ☐ Full-time ☐ Part-time (no. hours per week \_\_\_\_\_)  
☐ Temporary ☐ Shift work \* (see last page for explanation)

9. Are you on a lay-off and subject to recall? ☐ Yes ☐ No

10. Have you been convicted of a felony within the last 7 years? ☐ Yes ☐ No

### **EMPLOYMENT EXPERIENCE**

On the following page, please list your employment experience, starting with your present or last job. Include military service assignments and volunteer activities. You may exclude organization names that indicate race, color, national origin, sex, age, religion, political affiliation, marital or veteran status, sexual orientation, medical conditions or physical handicaps, or any other legally protected status.

If you need additional space, please continue on a separate sheet of paper.

**Company Name:** \_\_\_\_\_

Employer Telephone (     ) _____	Dates Employed _____ to _____ (month/year) (month/year)	Hourly Rate/Salary Starting \$ _____ per _____ Final \$ _____ per _____
Employer's Address	Supervisor's Name	Reason(s) for Leaving
Job Title	Duties Performed	

**Company Name:** \_\_\_\_\_

Employer Telephone (     ) _____	Dates Employed _____ to _____ (month/year) (month/year)	Hourly Rate/Salary Starting \$ _____ per _____ Final \$ _____ per _____
Employer's Address	Supervisor's Name	Reason(s) for Leaving
Job Title	Duties Performed	

**Company Name:** \_\_\_\_\_

Employer Telephone (     ) _____	Dates Employed _____ to _____ (month/year) (month/year)	Hourly Rate/Salary Starting \$ _____ per _____ Final \$ _____ per _____
Employer's Address	Supervisor's Name	Reason(s) for Leaving
Job Title	Duties Performed	

## **SPECIAL SKILLS AND QUALIFICATIONS**

Summarize any special skills and qualifications that you have acquired from employment or other experience: \_\_\_\_\_

\_\_\_\_\_

## **EDUCATION**

	Elementary	High School	College/ University	Graduate/ Professional
School Name				
Years Completed	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree				
Describe Course of Study:				

Describe any specialized training, apprenticeship, acquired skills, and extra-curricular activities associated with your education: \_\_\_\_\_

State any additional information you feel may be helpful to the Company in considering your application: \_\_\_\_\_

### **Effective Period of Application**

This application for employment shall remain on file for not to exceed forty-five (45) days calculated including the date your application is received. Any applicant wishing to be considered for employment beyond 45 days should inquire as to whether applications are being accepted at that time.

### **Applicant's Statement**

I certify that answers given above are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary for the Pondera County Canal and Reservoir Company to decide whether or not to employ me.

I understand that neither this document, nor any offer of employment from Pondera County Canal and Reservoir Company, constitute an employment contract unless a specific written document to that affect is signed by the Company and me.

In the event of employment, I understand that false or misleading information given in this application, or interview(s), can result in my discharge from employment with the Company.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\* Shift work: During the Irrigation Season (May 1 through October 1) Ditch Riders are required to put in the hours necessary to operate their respective District and meet the agricultural needs of the Shareholders in the Ditch Rider's District. On average over the years this amounts to forty-eight (48) hours per week. This can mean working more than eight (8) hours per day, on weekdays and weekends, and on holidays. The schedule is driven by the Shareholders of the particular District the Ditch Rider is operating in since Shareholders have a right to schedule their water use any day of the week they want so long as there is water in the Company's canals.

Ditch Riders are also responsible for the safety and proper operation of ditches and structures in their Districts. They must keep daily reports of all water use by each and every Shareholder who utilizes water any given day, and the daily Canal flows in their District. Ditch Riders are also responsible for keeping all culverts and canal structures free from debris.

Ditch Riders are not entitled to overtime pay no matter how many hours per day or week, or how many days per week, or holidays, they may work during the Irrigation Season.

During the Off Season (October 16 through May 14), Ditch Riders only work 40 hours per week.