



# NAVARRO MILLS WATER SUPPLY CORPORATION

## EMPLOYMENT APPLICATION

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #  
\_\_\_\_\_  
City State Zip

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date Available to Start: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Driver's License No.: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? **Yes** ☐ **No** ☐ If no, are you authorized to work in the U.S.? **Yes** ☐ **No** ☐

Have you ever worked for this company? **Yes** ☐ **No** ☐ If yes, when? \_\_\_\_\_

Have you ever been convicted of a felony? **Yes** ☐ **No** ☐

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

### Education

High School: \_\_\_\_\_ Years attended: From \_\_\_\_\_ To \_\_\_\_\_

Did you graduate? Yes ☐ No ☐ Diploma? Yes ☐ No ☐

College: \_\_\_\_\_ Years attended: From \_\_\_\_\_ To \_\_\_\_\_

Did you graduate? Yes ☐ No ☐ Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Years attended: From \_\_\_\_\_ To \_\_\_\_\_

Did you graduate? Yes ☐ No ☐ Degree: \_\_\_\_\_

Please list any special skills, certificates, licenses, etc.

\_\_\_\_\_  
\_\_\_\_\_

## 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** ☐ **No** ☐

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** ☐ **No** ☐

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** ☐ **No** ☐

### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, please explain: \_\_\_\_\_

### Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

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

### Applicant's Statement

I hereby authorize an investigation of any and all statements contained in this Application as may be determined necessary by the Manager or the Board of Directors in arriving at an employment decision.

I further consent that the Corporation may complete criminal background checks prior to employment and any time after employment to determine employment eligibility.

I hereby understand and acknowledge that unless otherwise defined by applicable law, any employment relationship with the Corporation is of an "at will" nature, meaning that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the Navarro Mills Board of Directors.

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

Printed Name: \_\_\_\_\_