

# Lake Forest Park Water District

4029 NE 178th Street o Lake Forest Park, WA 98155 o (206)365-3211 o FAX (206)365-3357

## APPLICATION FOR EMPLOYMENT

### PERSONAL INFORMATION

DATE \_\_\_\_\_

NAME \_\_\_\_\_ SSN \_\_\_\_\_  
First Middle Last

ADDRESS \_\_\_\_\_  
Street City State Zip

PHONE NUMBER \_\_\_\_\_ ARE YOU 18 YEARS OR OLDER? Yes  No

ARE YOU ELIGIBLE TO BE LAWFULLY EMPLOYED IN THE UNITED STATES? Yes  No  (PROOF OF CITIZENSHIP OR IMMIGRATION STATUS WILL BE REQUIRED UPON EMPLOYMENT.)

HAVE YOU EVER BEEN CONVICTED OF A FELONY OFFENSE? Yes  No  IF YES, PLEASE LIST DETAIL INCLUDING DATE(S) OF CONVICTION: \_\_\_\_\_

### EMPLOYMENT DESIRED

POSITION \_\_\_\_\_ DATE YOU CAN START \_\_\_\_\_ MINIMUM SALARY DESIRED \_\_\_\_\_

FULL TIME  Part-Time (< 82 hours)  SUMMER (3 MONTHS)

ARE YOU EMPLOYED NOW? YES  NO  MAY WE CONTACT YOUR CURRENT EMPLOYER? YES  NO

### IF APPLYING FOR POSITION REQUIRING DRIVING

LICENSE NO \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

DO YOU HAVE A VALID WASHINGTON DRIVER'S LICENSE? YES  NO  CLASS: A  B  C

DO YOU HAVE KNOWLEDGE IN THE OPERATION OF:

<i>Track Excavator</i>	YES <input type="checkbox"/> NO <input type="checkbox"/>	<i>Tandem Axle Trailer</i>	YES <input type="checkbox"/> NO <input type="checkbox"/>
<i>Backhoe</i>	YES <input type="checkbox"/> NO <input type="checkbox"/>	<i>Front End Loader</i>	YES <input type="checkbox"/> NO <input type="checkbox"/>
<i>Asphalt Cutter</i>	YES <input type="checkbox"/> NO <input type="checkbox"/>	<i>Power Hand Tools</i>	YES <input type="checkbox"/> NO <input type="checkbox"/>

HAS YOUR LICENSE EVEN BEEN REVOKED? YES  NO  WHEN? \_\_\_\_\_ WHY? \_\_\_\_\_

MAY WE CONTACT MOTOR VEHICLES REGISTRATION YOUR DRIVERS RECORD? YES  NO

### EMPLOYMENT HISTORY (LIST PRESENT OR LAST EMPLOYER FIRST (GO BACK 10 YEARS))

DATE	NAME, ADDRESS & PHONE #	SALARY	POSITION	REASON FOR LEAVING
FROM _____ TO _____				
FROM _____ TO _____				
FROM _____ TO _____				
FROM _____ TO _____				
FROM _____ TO _____				

**MILITARY OR SERVICE**

YES  NO  \_\_\_\_\_ RANK \_\_\_\_\_

SCHOOLS & SPECIAL TRAINING: \_\_\_\_\_

PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVE \_\_\_\_\_

**IF APPLYING FOR WORK THAT REQUIRES CLERICAL FUNCTIONS**

ARE YOU KEYBOARD PROFICIENT? YES  NO  WORDS PER MINUTE \_\_\_\_\_

TRAINING IN MICROSOFT OFFICE SOFTWARE:  WORD  EXCEL  POWERPOINT  ACCESS  OTHER

BASIC SKILL:

ADVANCE SKILLS:

**EDUCATION**

SCHOOL	NAME & ADDRESS	COURSE OF STUDY	DID YOU GRADUATE	LIST DIPLOMA
ELEMENTARY				
HIGH				
COLLEGE				
OTHER				
OTHER				

SPECIAL SKILLS, TRAINING AND LICENSES: \_\_\_\_\_

—

LANGUAGES: \_\_\_\_\_

—

**REFERENCES** Give the Names of three persons **not related** to you, whom you've known in a work capacity for at least one year.

NAME	ADDRESS & PHONE	BUSINESS	YEARS ACQUAINTED
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**PHYSICAL RECORD**

Do you have the full physical, mental, emotional and medical ability to do the job for which you have applied, with or without a reasonable accommodation? **Yes No**

This position may require routine lifting of heavy objects, are you comfortable with lifting at least 50lbs ? **YES NO**

Please describe in detail how you will do the job for which you have applied, with or without a reasonable accommodation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**READ CAREFULLY BEFORE SIGNING:**

I fully release and hold harmless the District and any references the District contacts, including previous and present employers, schools, persons and investigating bureaus relating to any and all information exchanged needed to arrive at an employment decision.

THE FACTS SET FORTH IN MY APPLICATION FOR EMPLOYMENT ARE TRUE AND COMPLETE. I UNDERSTAND THAT ANY FALSE OR MISLEADING STATEMENTS MADE WILL RESULT IN DISQUALIFICATION FROM EMPLOYMENT, OR IF HIRED, IMMEDIATE DISCHARGE. I FURTHER UNDERSTAND THAT THIS APPLICATION IS NOT AND IS NOT INTENDED TO BE A CONTRACT OF EMPLOYMENT.

Signature and date: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE, OFFICE USE ONLY**

PRE EMPLOYMENT PHYSICAL DATE \_\_\_\_\_ TIME \_\_\_\_\_

FIT FOR DUTY? YES  NO  CONFIRMATION RECEIVED: YES  NO  LICENSE CHECK? YES  NO

RECEIVED? YES  NO  INSURABLE? YES  NO  CRIMINAL BACKGROUND CHECK? YES  NO