

**Avon Lake Regional Water**

**APPLICATION FOR SEASONAL/TEMPORARY EMPLOYMENT**

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the applicant and/or interview process should notify a representative of the Human Resources Department.

Position applying for \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Last First Middle Initial

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

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

Have you been employed by Avon Lake Regional Water previously? Yes  No  If yes, when? \_\_\_\_\_

Dates available to work: From \_\_\_\_\_ To \_\_\_\_\_

Driver License No. \_\_\_\_\_ State \_\_\_\_\_ Expires \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Relation \_\_\_\_\_ Phone \_\_\_\_\_

**Educational Background**

Type of School	Name of School	City & State	Years Completed	Degrees Granted
High School(s)	1.			
	2.			
	3.			
	4.			
College/University(s)	1.			
	2.			
	3.			
	4.			
Other	1.			
	2.			

### Employment Record

Employer	Position(s) Held	Date (Month & Year)	Salary or Rate
Name	1.	From:	Start:
Address:		To:	End:
	2.	From:	Start:
Phone:		To:	End:
Name	1.	From:	Start:
Address:		To:	End:
	2.	From:	Start:
Phone:		To:	End:
Name	1.	From:	Start:
Address:		To:	End:
	2.	From:	Start:
Phone:		To:	End:

### Personal References (Not Relatives)

Name
Address:
Phone/Email:
Association:

Name
Address:
Phone/Email:
Association:

Name
Address:
Phone/Email:
Association:

### Applicant Statement

I certify that all information I have provided in order to apply for secure work with the employer is true, correct and complete.

I understand that any information provided by me that is found to be false or misrepresented in any respect will be sufficient cause to cancel further consideration of this application or immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions, and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives for seeking, gathering and using such information in the employment process, and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by local, state or federal law.

I understand that this application remains current for 90 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

If I am hired I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the express language are valid unless they are in writing and signed by the employer's authorized representative.

I also understand I will be required to provide proof of identity and legal authority to work in the United States and the State of Ohio and that federal immigration laws require me to complete an I-9 Form in this regard.

**Do not sign until you have read the Applicant Statement above.**

I certify that I have read, fully understand and accept all terms of the Applicant Statement.

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