

Application for Temporary Employment

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status. *Saraland Water and Sewer Service is an Equal Opportunity Employer.*

Saraland Water and Sewer Service is an alcohol and drug free workplace.

Physical and Drug Screen Required.

(PLEASE PRINT)

Position Applied For:					Date of Application	
How Did You Learn About Us?						
<input type="checkbox"/> Advertisement		<input type="checkbox"/> Friend		<input type="checkbox"/> Walk-In		
<input type="checkbox"/> Employment Agency		<input type="checkbox"/> Relative		<input type="checkbox"/> Other _____		
Last Name		First Name		Middle Name		
Address	Number	Street	City	State	Zip Code	
Telephone Number (s)	Home	Cell	DOB: MM/DD/YY	Social Security Number		
			/ /	-	-	
Drivers License Number:		State:		Expiration Date:		

If you are under 18 years of age, can you provide required proof of your eligibility to work?

Yes No

Have you ever filed an application with us before?

Yes No

If yes, give date _____

Have you ever been employed with us before?

Yes No

If yes, give date _____

Are you currently employed?

Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?

Proof of citizenship or immigration status will be required upon employment.

Yes No

On what date would you be available for work? _____

Are you available to work: Full Time Part Time Temporary

Are you currently on "lay-off" status and subject to recall?

Yes No

Can you travel if a job requires it?

Yes No

Have you been convicted of a felony within the last 7 years?

Conviction will not necessarily disqualify an applicant from employment.

Yes No

If yes, please explain _____

Education

	Elementary School					High School				Undergraduate College / University				Graduate / Professional			
School Name And Location																	
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 certificates, specialized training, apprenticeship, skills and extra-curricular activities																	
Describe any honors you have received																	
State any additional information you feel may be helpful to us in considering your application																	

Indicate any foreign languages you can speak, read and / or write

	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

List professional, trade, business or civic activities and offices held.

You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, or handicap or other protected status:

References

Give name, address and telephone number of three references who are not related to you and are not previous employers.

1.
2.
3.

Have you ever had any job-related training in the United States military?

Yes

No

If Yes, please describe _____

Are you physically or otherwise unable to perform the duties of the job for which you are applying?

Yes

No

If Yes, Explain: _____

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status.

	Dates Employed		Work Performed
	TO	FROM	
	Hourly Rate / Salary		
May we contact your employer? Yes or No			
Supervisor Name and Phone Number			
	Dates Employed		Work Performed
	TO	FROM	
	Hourly Rate / Salary		
May we contact your employer? Yes or No			
Supervisor Name and Phone Number			
	Dates Employed		Work Performed
	TO	FROM	
	Hourly Rate / Salary		
May we contact your employer? Yes or No			
Supervisor Name and Phone Number			
	Dates Employed		Work Performed
	TO	FROM	
	Hourly Rate / Salary		
May we contact your employer? Yes or No			
Supervisor Name and Phone Number			

Application for Temporary Employment
Attachment A

I, _____, give Saraland Water and Sewer Service permission to perform a background check of my driving history as a requirement to be considered for employment. I also, give Saraland Water and Sewer Service permission to make a copy of my driver's license for this purpose.

Signature

Date