



# MADERA IRRIGATION DISTRICT APPLICATION FOR 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 mental or physical disability, or any other legally protected status. EOE, MFDV (Equal Opportunity Employer, Minority, Female, Disabled, Veteran)

**(PLEASE PRINT)**

Position(s) 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
Telephone Number(s)		Day	Evening	Messages	

Have you ever filed an application with us before?  Yes  No

If yes, give date \_\_\_\_\_

Do you have any friends or relatives working for Madera Irrigation District?  Yes  No

If yes, state name(s) and relationship \_\_\_\_\_

Have you ever been employed with us before?  Yes  No

Are you currently employed?  Yes  No

May we contact your present employer?  Yes  No

Salary desired: \$ \_\_\_\_\_

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.*

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

Are you currently 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

**- WE ARE AN EQUAL OPPORTUNITY EMPLOYER -**

# Education

	High School		Undergraduate College/University*		Graduate/ Professional*	
School Name, Location and Phone Number						
Degree Obtained?	YES	NO	YES	NO	YES	NO
If yes, which degree was achieved? (Diploma, GED, Associates of Arts, Associates of Science, Bachelor of Arts, Bachelor of Science, Master of Business Administration)						
Describe any honors you have received						
Describe any specialized training, apprenticeship, skills and extracurricular activities						
State any additional information you feel may be helpful to us in considering your application						

\*Education beyond the requirements on the job description or not related to the job for which you are applying need not be listed.

Indicate any languages, other than English, that you can speak, read and/or write.			
	FLUENT	GOOD	FAIR
<b>SPEAK</b>			
<b>READ</b>			
<b>WRITE</b>			

<p>List professional, trade, business or civic activities and offices held.  <i>You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, or handicap or other protected status:</i></p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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# Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities which relate to the job for which you are applying. You may exclude organizations which indicate race, color, religion, gender, national origin, mental or physical disability or other protected status.

<b>1.</b>	Employer		Dates Employed		<b>Work Performed</b>
	Telephone		From	To	
	Address				
	Job Title	Supervisor			
	Reason for Leaving				
<b>2.</b>	Employer		Dates Employed		<b>Work Performed</b>
	Telephone		From	To	
	Address				
	Job Title	Supervisor			
	Reason for Leaving				
<b>3.</b>	Employer		Dates Employed		<b>Work Performed</b>
	Telephone		From	To	
	Address				
	Job Title	Supervisor			
	Reason for Leaving				
<b>4.</b>	Employer		Dates Employed		<b>Work Performed</b>
	Telephone		From	To	
	Address				
	Job Title	Supervisor			
	Reason for Leaving				

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

## Special Skills and Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

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# References

Give name, address, and telephone number of three **professional business** references not related to you.

	Name	Address	Telephone Number
1.			
2.			
3.			

Have you ever had any training in the United States military which is related to the job for which you are applying?  Yes  No

If yes, please describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have the physical and mental ability to perform the tasks on the job description with or without accommodation?  Yes  No

*(If accommodation is necessary, please describe below)*  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Applicant's Statement

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I certify that answers given herein are true and complete to the best of my knowledge. I understand that the hiring process will be terminated, or in the event of my employment by Madera Irrigation District (MID). I shall be subject to dismissal, if any information that I have given in this application, in any resume or interview or any part of the hiring process is false or misleading or if I fail to give any information herein requested, or if I have withheld relevant information, regardless of the time elapsed after discovery.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I hereby give my consent to any former employer to provide employment related information about me to MID and will hold MID and my former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information. I understand and acknowledge that the policy of the (MID) is such that the existence of a criminal conviction will not necessarily disqualify my application for employment.

I understand that if offered employment, the offer may be contingent on passing a pre-employment alcohol and drug screen, pre-employment physical, and an agility test (if job related) and voluntarily agree to submit to these procedures. I also understand that I will be required to submit proof of my identity and legal right to work in the United States on my first day of employment.

If the position applied for requires driving in the course of work, I understand that I will be required to possess a current and valid California driver's license and understand that I will be required to provide a copy of my official driving record and proof of insurance.

This application for employment shall be considered active for a period of time not to exceed 60 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with MID is intended to create an employment contract between myself and MID under which my employment could be terminated only for cause. On the contrary, I understand and hereby acknowledge that any employment relationship with MID is of an "at will" nature, which means that the employee may resign at any time and the MID may discharge the employee at any time with or without cause and with or without advance notice. I also understand 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 an authorized executive of MID. I understand, also, that I am required to abide by all rules and regulations of the MID.

Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by the MID, I am entitled to copies of any such records obtained, unless I mark the checked box below. If I am not hired as a result of such information, I am entitled to a copy of any such records, written notice of disqualification, and an opportunity to rebut even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

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

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