



Domestic Water Improvement District  
 16560 W EL TIRO RD  
 Marana Arizona 85653

**Instructions:** Read the job announcement completely before filling out this application. Complete each item accurately and specifically. In compliance with the Immigration Reform and Control Act of 1986, individuals hired by the Marana Domestic Water Improvement District must submit proof of work eligibility.

**PRINT CLEARLY IN INK OR TYPE**

Position for which you are applying \_\_\_\_\_

Your full name \_\_\_\_\_

**Mailing Address:**

Number, Street \_\_\_\_\_ Social Security # \_\_\_\_\_

P.O. Box \_\_\_\_\_ Home Phone # \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Work Phone # \_\_\_\_\_

E-mail Address (optional) \_\_\_\_\_ Fax # (optional) \_\_\_\_\_

**EDUCATION**

(College/University, Technical/Trade School)

School Name	Location City, State	Dates of Attendance	Degree/Certification

**OTHER SKILLS**

Skill	Training/Work History	Certification
Arizona Drivers License		
ADEQ Water Dist. License #		

**NOTICE:** Due to a 1991 decision by the Arizona Supreme Court, if you are interviewed or selected as a finalist for a position with the District, your application and resume are considered "public records". Public records are required by law to be made available during normal business hours to any person, including the news media.

**EMPLOYMENT HISTORY:** Please provide an accurate and complete description of any full-time and part-time work for at least ten years. Include those times which involve service in the armed forces, self-employment or school attendance. Start with your present or most recent employer. If you have more jobs to list than space allows, continue on a separate sheet or sheets. This section must be completed in detail. **Do not refer to a resume.**

1. Employer: \_\_\_\_\_ Job Title \_\_\_\_\_  
Employer Address: \_\_\_\_\_ Telephone \_\_\_\_\_  
From: \_\_\_\_\_ to \_\_\_\_\_ Hours/week \_\_\_\_\_ Salary \_\_\_\_\_ May we contact? ( ) Y ( ) N  
Reason for leaving \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_  
Description of duties: \_\_\_\_\_

2. Employer: \_\_\_\_\_ Job Title \_\_\_\_\_  
Employer Address: \_\_\_\_\_ Telephone \_\_\_\_\_  
From: \_\_\_\_\_ to \_\_\_\_\_ Hours/week \_\_\_\_\_ Salary \_\_\_\_\_ May we contact? ( ) Y ( ) N  
Reason for leaving \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_  
Description of duties: \_\_\_\_\_

3. Employer: \_\_\_\_\_ Job Title \_\_\_\_\_  
Employer Address: \_\_\_\_\_ Telephone \_\_\_\_\_  
From: \_\_\_\_\_ to \_\_\_\_\_ Hours/week \_\_\_\_\_ Salary \_\_\_\_\_ May we contact? ( )Y ( ) N  
Reason for leaving \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_  
Description of duties: \_\_\_\_\_

4. Employer: \_\_\_\_\_ Job Title \_\_\_\_\_  
Employer Address: \_\_\_\_\_ Telephone \_\_\_\_\_  
From: \_\_\_\_\_ to \_\_\_\_\_ Hours/week \_\_\_\_\_ Salary \_\_\_\_\_ May we contact? ( )Y ( ) N  
Reason for leaving \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_  
Description of duties: \_\_\_\_\_

5. Employer: \_\_\_\_\_ Job Title \_\_\_\_\_  
Employer Address: \_\_\_\_\_ Telephone \_\_\_\_\_  
From: \_\_\_\_\_ to \_\_\_\_\_ Hours/week \_\_\_\_\_ Salary \_\_\_\_\_ May we contact? ( )Y ( ) N  
Reason for leaving \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_  
Description of duties: \_\_\_\_\_

### REFERENCES

Full Name	Association	Contact Number

### COMPUTER SOFTWARE SKILLS

Rate your skills with the following software	None	Basic	Moderate	Advanced
Access				
Excel				
Word				
Outlook				
Powerpoint				
Quick Books				
Billing Software				
Internet Browsers				
Other				

### LANGUAGES OTHER THAN ENGLISH

Language	Speak	Read	Write

I certify that the above information is true and correct. I understand that false statements on this application or any verbal or written misleading or false representation or omission of information made in the course of the selection process may be deemed sufficient cause for refusal to hire, or dismissal or reporting to appropriate outside agencies, such as law enforcement or professional licensing authorities, and /or inclusion of substantiating documentation in my personnel file and disclosure to inquiring prospective employers. I also authorize and request any previous employers and their agents to provide information to the Marana Domestic Water Improvement District regarding my education, training, experience, qualifications and job performance for the purpose of evaluating me for employment and release all such employers and agents from any liability or responsibility arising out of their provision of information to the Marana Domestic Water Improvement District in response to this authorization and request. Authorization to prior employers to provide information is not limited to the selection process, but extends throughout any employment with the Marana Domestic Water Improvement District.

Signature \_\_\_\_\_

Date \_\_\_\_\_