



TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
13720 Butterfield Drive
TRUCKEE, CALIFORNIA 96161
(530) 587-2525 • FAX (530) 587-5840

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

| | | |
|--|--------|-------------------------------|
| NAME (LAST, FIRST, MIDDLE): | | |
| MAILING ADDRESS: | | |
| PHYSICAL ADDRESS: | | |
| TELEPHONE: | | ALTERNATE PHONE: |
| EMAIL ADDRESS | | |
| CAN YOU, AFTER EMPLOYMENT, SUBMIT VERIFICATION OF YOUR RIGHT TO WORK IN THE UNITED STATES? | | YES NO |
| HAVE YOU EVER WORKED FOR THE AGENCY BEFORE? | YES NO | IF YES, GIVE DATES: |
| DO YOU HAVE ANY FRIENDS OR RELATIVES EMPLOYED BY THE AGENCY? | YES NO | IF YES, PLEASE STATE NAME(S): |
| HOW DID YOU FIRST HEAR ABOUT THIS JOB? | | |

EMPLOYMENT DESIRED

| | | | |
|---|------------|------------|-------------|
| POSITION APPLYING FOR: | | | |
| DATE AVAILABLE: | FULL TIME: | PART TIME: | |
| IF DRIVING IS AN ESSENTIAL DUTY OF THE JOB WHICH YOU ARE APPLYING FOR DO YOU HAVE A CURRENT DRIVER'S LICENSE? | | | YES NO |
| ISSUING STATE: | CLASS: | NUMBER: | EXPIRATION: |

EDUCATION/TRAINING

| | NAME AND ADDRESS | YEARS COMPLETED | DID YOU GRADUATE? | DEGREE / DIPLOMA |
|-----------------------|------------------|-----------------|-------------------|------------------|
| HIGH SCHOOL | | | YES NO | |
| COLLEGE | | | YES NO | |
| U.S. MILITARY SERVICE | | | YES NO | |
| TRADE SCHOOL | | | YES NO | |

SKILLS (LIST ANY RELEVANT/JOB-RELATED TECHNICAL SKILLS AND CERTIFICATIONS THAT YOU MAY HAVE)

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EMPLOYMENT HISTORY

- PROVIDE EMPLOYMENT HISTORY FOR AT LEAST THE PAST 10 YEARS – BEGIN WITH MOST RECENT EMPLOYER FIRST.
- ACCOUNT FOR ALL PERIODS OF TIME; EXPLAIN ANY LAPSES IN EMPLOYMENT

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|---------------------------------------|-------------|
| FIRM NAME: | PHONE: |
| ADDRESS: | |
| PERIOD OF SERVICE: FROM | TO |
| POSITION: | SUPERVISOR: |
| DESCRIBE DUTIES: | |
| REASON FOR LEAVING: | |
| WHAT DID YOU LIKE MOST ABOUT THE JOB? | |

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|---------------------------------------|-------------|
| FIRM NAME: | PHONE: |
| ADDRESS: | |
| PERIOD OF SERVICE: FROM | TO |
| POSITION: | SUPERVISOR: |
| DESCRIBE DUTIES: | |
| REASON FOR LEAVING: | |
| WHAT DID YOU LIKE MOST ABOUT THE JOB? | |

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| REASON FOR LEAVING: | |
| WHAT DID YOU LIKE MOST ABOUT THE JOB? | |

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|---------------------------------------|-------------|
| FIRM NAME: | PHONE: |
| ADDRESS: | |
| PERIOD OF SERVICE: FROM | TO |
| POSITION: | SUPERVISOR: |
| DESCRIBE DUTIES: | |
| REASON FOR LEAVING: | |
| WHAT DID YOU LIKE MOST ABOUT THE JOB? | |

List any job-related organizations, clubs, professional societies, or associations to which you belong. (You may omit those that indicate your race, religion, creed, color, national origin, ancestry, sex, sexual orientation or gender identity/gender expression, age, or any other legally-protected characteristic.)

Please list any additional information that relates to your ability to perform the job for which you have applied, such as licenses, certifications, hobbies, etc. (You may omit any such information that may indicate your race, religion, creed, color, national origin, ancestry, sex, sexual orientation or gender identity/gender expression, age, or any other legally-protected characteristic.):

MISCELLANEOUS

Please review the job duties of the position for which you are applying, a copy of which is attached or has previously been provided to you.

Are you able to perform all the duties of the job for which you are applying, with or without reasonable accommodation? YES NO

If not, what duties do you believe you are unable to perform?

Of those duties you believe you are unable to perform, what can be done to accommodate your limitations?

(Applicants requesting accommodation during the application process may be asked to provide medical documentation verifying the need for any such accommodation.)

A person employed is subject to verification that they meet the legal age requirement. If hired, can you provide proof of age? YES NO

REFERENCES - please provide professional references who have known you at least two years

| NAME | OCCUPATION | RELATIONSHIP | EMAIL ADDRESS & PHONE NUMBER | YEARS KNOWN |
|------|------------|--------------|---------------------------------|----------------|
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I understand that the Agency is relying upon all the representations, both written and oral, which I make during the entire process of applying for employment with Tahoe-Truckee Sanitation Agency. I acknowledge that Tahoe-Truckee Sanitation Agency has the right to investigate any other information that the Agency believes relevant including but not limited to, employment history, educational background, references, credit history and conviction records. I hereby agree to hold Tahoe-Truckee Sanitation Agency, its officers and agents harmless from any and all liability resulting in any way from such investigation. I also authorize my former employers, schools, and references to provide any information they may have regarding me, whether or not it is in their records, and I hereby release them from all liability for divulging same.

I have read and understand the foregoing application and agreement. By my signature below, this certifies that I completed this application and that all entries on it are true and complete.

I understand that incomplete or inaccurate employment applications will not be considered for employment. All the responses I have made on this application are true and correct to the best of my knowledge. I understand that if I make any false statements, misrepresentations, or omissions in this application process, this application could be rendered void and/or may result in my immediate discharge at any time during my employment.

Applicant Signature

Date

Print Full Name

We are an Equal Opportunity Employer

All applicants are considered for employment by the Tahoe-Truckee Sanitation Agency without regard to sex, race, color, religion, gender, sexual orientation, gender identity or gender expression, national origin or ancestry, citizenship, age, physical or mental disability, medical condition, pregnancy, genetic information, marital status or registered domestic partner status, military or veteran status or any other characteristic protected by applicable federal, state or local laws.