



Reclamation District 900
PO Box 673
West Sacramento, CA 95691
916-371-1483 • email: admin@rd900.org

APPLICATION FOR EMPLOYMENT

Please provide complete and legible information. An incomplete application may affect your consideration for employment. If necessary, attach a separate sheet for additional information.

Reclamation District No. 900 ("RD 900") is committed to a policy of Equal Employment Opportunity and will not discriminate against an applicant or employee on the basis of race, color, religion, creed, national origin, ancestry, sex, gender, age, physical or mental disability, veteran or military status, genetic information, sexual orientation, gender identity, gender expression, marital status, or any other legally recognized protected basis under federal, state, or local law. The information collected by this application is solely to determine suitability for employment, verify identity, and maintain employment statistics on applicants.

Applicants with disabilities may be entitled to reasonable accommodation under the Americans with Disabilities Act, California's Fair Employment and Housing Act, and local laws. A reasonable accommodation is a change in the way things are normally done which will ensure an equal employment opportunity without imposing undue hardship on RD 900. Please inform the company's personnel representative if you need assistance completing any forms or to otherwise participate in the application process.

Your application will be active for 60 days. If you are not hired during that time period, but wish to continue to be considered for available positions, you must complete a new application.

Upon employment, employees of RD 900 may be required to have their picture taken or to provide RD 900 with a picture of themselves.

GENERAL INFORMATION

Full Name _____			Date _____	
FIRST	MIDDLE	LAST		
Address _____				
STREET		CITY	STATE	ZIP CODE
Contact Number (____) _____			Date available for work _____	
Alternate Contact Number (____) _____			Email (optional) _____	
Are you legally authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Do you now, or will you in the future, require immigration sponsorship for work authorization (e.g., H-1B)? <input type="checkbox"/> Yes <input type="checkbox"/> No (If hired, verification will be required consistent with federal law.)				
Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, you may be required to provide authorization to work.)				
If hired, would you have a reliable means of transportation to and from work? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Do you hold a California Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> No. If so, Class of License: _____				

POSITION INFORMATION

Type of work desired/position? _____

Applying for: Full-time Part-time Temporary/Seasonal

EDUCATION

Type of School	School Name and Location	Highest Grade Completed	Course of Study or Major
High School or G.E.D. equivalent		9 10 11 12/GED	
College or University		1 2 3 4	
Vocational or Trade School			
Graduate School			
Other (including military training)			

BACKGROUND INFORMATION

During the past seven years, have you ever been discharged, suspended, or asked to resign from any position?

Yes No If yes, please explain. _____

For the purpose of verifying information on this application, have you ever worked or attended school under a different name at any of the organizations you have listed? Yes No If yes, specify name. _____

PROFESSIONAL REFERENCES

List three professional references (other than those listed as current/former supervisor) that we may contact:

Name _____	Telephone No. (____) _____
Email Address _____	Type of Acquaintance _____
Name _____	Telephone No. (____) _____
Email Address _____	Type of Acquaintance _____
Name _____	Telephone No. (____) _____
Email Address _____	Type of Acquaintance _____

EMPLOYMENT RECORD

List all employment experience for the past seven years, starting with the most recent or present employer, including US military service or training. Using a separate section for each position, describe in detail all work experience. **You may include as part of your employment history any verifiable work performed on a volunteer basis. Resumes may not be substituted in place of completing the following employment information.**

Current Employer _____ Geographic Location _____ Your Position _____ Supervisor's Name/Title _____ May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, why? _____ Primary responsibilities _____ _____	Phone (____) _____ From _____ <div style="text-align: center;">Month Year</div> To _____ <div style="text-align: center;">Month Year</div> Reason for Leaving _____ _____
Employer _____ Geographic Location _____ Your Position _____ Supervisor's Name/Title _____ Primary responsibilities _____ _____	Phone (____) _____ From _____ <div style="text-align: center;">Month Year</div> To _____ <div style="text-align: center;">Month Year</div> Reason for Leaving _____ _____
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Employer _____ Geographic Location _____ Your Position _____ Supervisor's Name/Title _____ Primary responsibilities _____ _____	Phone (____) _____ From _____ <div style="text-align: center;">Month Year</div> To _____ <div style="text-align: center;">Month Year</div> Reason for Leaving _____ _____

How did you learn about RD 900 and/or the Position for which you are applying? Check all that apply:

- RD 900's website
 Recruiter
 Word of mouth
 Other
 Career website or job board (Monster, Indeed, CareerBuilder, etc.)
 Social media (LinkedIn, Facebook, etc.)

Have you worked for this company before?

- Yes No If yes, at what location? _____ Job title: _____

Relatives of current employees of RD 900 will not be hired if they would be working for, or directly supervising, a current employee/cannot work together in the same department or on the same team as a current employee. If you receive a conditional offer of employment, you may be asked to identify any relative who is a current employee of RD 900. For purposes of this policy, "relative" is defined as any person who is related by blood or marriage, or whose relationship with the employee is similar to that of people who are related by blood or marriage.

Have you signed or otherwise agreed to any non-solicitation, non-competition, or other similar agreement with any prior employer?
 Yes No If yes, explain: _____

PLEASE READ CAREFULLY AND INITIAL EACH PARAGRAPH BEFORE SIGNING

I have disclosed all information that is relevant and should be considered applicable to my candidacy for employment.

_____ Initials

I understand that I may be subject to a pre-employment drug test after receiving a conditional offer of employment, and must receive a negative result for illegal drug use before being permitted to start work with RD 900.

_____ Initials

I hereby certify that the information given by me is true in all respects. I authorize RD 900 and its representatives to contact my prior employers and all others (with the exception of my current employer, only if I have marked "May we contact?" on page 3 of this application as "No") for the purpose of verification of the information I have supplied and release same from any liability resulting from the information released. I authorize employers, schools, and other persons named on this application to provide any information or transcripts requested.

_____ Initials

I understand employment with RD 900 is also contingent on my providing sufficient documentation necessary to establish my identity and eligibility to work in the United States.

_____ Initials

I certify that, if employed, my employment with RD 900 will not conflict with, or result in the violation of, breach of, or default under, any contract, agreement, or understanding that I am a party to or am bound by, other than those I have disclosed in this application, if any.

_____ Initials

I understand and agree that, if hired, my employment will be at will, which means employment is for an indefinite period of time and may be terminated by myself or RD 900 at any time, with or without cause, and with or without notice.

_____ Initials

I certify that all of the above information is true and complete, and I understand that any falsification or omission of information made by me may disqualify me from further consideration for employment or, if hired, may result in termination at any time during the period of my employment regardless of the amount of time that has passed.

_____ Initials

An offer of employment is conditioned upon complying with RD 900's requirements including, but not limited to, signing a separate disclosure and consent form before any background investigation in compliance with federal, state, and local laws.

MY SIGNATURE MEANS THAT I HAVE READ AND AGREE WITH THE ABOVE STATEMENTS.

Applicant's signature _____

Date _____