



# MERIDIAN SERVICE METROPOLITAN DISTRICT

*Water, Wastewater, Parks and Recreation*

*11886 Stapleton Dr, Falcon, CO 80831*

*719-495-6567, Fax 719-495-3349*

## APPLICATION FOR EMPLOYMENT

Please answer all questions. Résumés are not a substitute for a completed application. The District is an at-will employer as allowed by applicable state law. This means that regardless of any provision in this application, if hired, the company or employee may terminate the employment relationship at any time, for any reason, with or without cause or notice. All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, medical condition, military/veteran status, genetic information, marital status, ethnicity, citizenship or immigration status, or any other protected classification, in accordance with applicable federal, state, and local laws. Those applicants requiring an accommodation to complete the application and/or interview process should contact a management representative.

|                         |                        |                     |       |
|-------------------------|------------------------|---------------------|-------|
| Position(s) applied for |                        | Date of application |       |
|                         |                        |                     |       |
| Print full name         |                        |                     |       |
|                         |                        |                     |       |
| Street address          |                        | City                | State |
|                         |                        |                     |       |
| Main phone number       | Alternate phone number | Email               |       |
|                         |                        |                     |       |

## Employment Experience

Please list the names of your present or previous employers for at least the most recent ten-year period in chronological order with present or most recent employer listed first. Be sure to account for all periods of time. If self-employed, give firm name and supply business references. Add an additional page if necessary.

|                      |  |                             |  |
|----------------------|--|-----------------------------|--|
| Name of employer     |  | Supervisor                  | May we contact?  |
|                      |  |                             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Location             |  |                             |  |
|                      |  |                             |  |
| Phone number         |  | Dates employed (month/year) |  |
|                      |  | From                        | To   |
| Job title and duties |  |                             |  |
|                      |  |                             |  |
| Reason for leaving   |  |                             |  |
|                      |  |                             |  |



**MERIDIAN SERVICE METROPOLITAN DISTRICT**

*Water, Wastewater, Parks and Recreation*

*11886 Stapleton Dr, Falcon, CO 80831*

*719-495-6567, Fax 719-495-3349*

|                      |  |                             |  |
|----------------------|--|-----------------------------|--|
| Name of employer     |  | Supervisor                  | May we contact?  |
|                      |  |                             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Location             |  |                             |  |
|                      |  |                             |  |
| Phone number         |  | Dates employed (month/year) |  |
|                      |  | From                        | To   |
| Job title and duties |  |                             |  |
|                      |  |                             |  |
| Reason for leaving   |  |                             |  |

|                      |  |                             |  |
|----------------------|--|-----------------------------|--|
| Name of employer     |  | Supervisor                  | May we contact?  |
|                      |  |                             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Location             |  |                             |  |
|                      |  |                             |  |
| Phone number         |  | Dates employed (month/year) |  |
|                      |  | From                        | To   |
| Job title and duties |  |                             |  |
|                      |  |                             |  |
| Reason for leaving   |  |                             |  |

Have you ever been involuntarily terminated or asked to resign from any job?  Yes  No

If yes, please explain.

|  |
|--|
|  |
|--|

Please list any other experience, job-related skills, additional languages, or other qualifications that you believe should be considered in evaluating your qualifications for employment.

|  |
|--|
|  |
|--|



**MERIDIAN SERVICE METROPOLITAN DISTRICT**

*Water, Wastewater, Parks and Recreation*

*11886 Stapleton Dr, Falcon, CO 80831*

*719-495-6567, Fax 719-495-3349*

**Education**

Please describe your educational background in the table provided below.

|                                     | School name | Diploma/<br>degree (Yes/No) | Area of study/major | Specialized training,<br>skills, or extracurricular<br>activities |
|-------------------------------------|-------------|-----------------------------|---------------------|---|
| High school                         |             |                             |                     |   |
| College/<br>university              |             |                             |                     |   |
| Graduate/<br>professional<br>school |             |                             |                     |   |
| Trade school                        |             |                             |                     |   |
| Other                               |             |                             |                     |   |

**Business and Professional References**

Please list three professional references of individuals who are *not* related to you.

| Name and title | Relationship | Phone number or email |
|----------------|--------------|-----------------------|
|                |              |                       |
|                |              |                       |
|                |              |                       |

**Personal References**

Please list three people who know you well.

| Name and title | Relationship and years<br>acquainted | Phone number or email |
|----------------|--------------------------------------|-----------------------|
|                |                                      |                       |
|                |                                      |                       |
|                |                                      |                       |



MERIDIAN SERVICE METROPOLITAN DISTRICT

Water, Wastewater, Parks and Recreation

11886 Stapleton Dr, Falcon, CO 80831

719-495-6567, Fax 719-495-3349

General Information

- 1. Have you ever used another name?
2. Is any additional information relative to name changes, use of an assumed name, or nickname necessary to enable a check on your work and educational record?

If yes to either of the above, please explain:

Empty rectangular box for explanation.

- 3. Have you ever worked for the District before?

If yes, please provide dates and position:

Empty rectangular box for dates and position.

- 4. Do you have friends and/or relatives working for the District?

If yes, name(s) and relationship(s):

Empty rectangular box for names and relationships.

- 5. On what date are you available to begin work?

- 6. Days/hours available to work:

Table with 7 columns: Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday.

- 7. Are you available to work?
8. If hired, would you have a reliable means of transportation to and from work?
9. Can you travel if the position requires it?
10. Are you at least 18 years old?
11. If hired, can you present evidence of your identity and legal right to work in this country?
12. Are you able to perform the essential job functions of the job for which you are applying with or without reasonable accommodation?

Note: We comply with the Americans with Disabilities Act and consider reasonable accommodation measures that may be necessary for qualified applicants/employees to perform essential job functions.



# MERIDIAN SERVICE METROPOLITAN DISTRICT

Water, Wastewater, Parks and Recreation

11886 Stapleton Dr, Falcon, CO 80831

719-495-6567, Fax 719-495-3349

## Applicant Statement and Agreement

Please read and initial each paragraph below. If there is anything that you do not understand, please ask.

I hereby authorize the District to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the prior employers and references I have listed to disclose to the District any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the District, my former employers, and all other persons, corporations, partnerships, and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

In the event of my employment with the District, I understand that I am required to comply with all rules and regulations of the District.

If hired, I understand and agree that my employment with the District is at will and that neither I nor the District is required to continue the employment relationship for any specific term. I further understand that the District or I may terminate the employment relationship at any time, with or without cause, and with or without notice. I understand that the at-will status of my employment cannot be amended, modified, or altered in any way by any oral modifications.

I understand that the safety of employees is extremely important to the District and that the District is committed to ensuring a safe working environment. I understand that I, and every employee, have a responsibility to prevent accidents and injuries by observing all safety procedures and guidelines and following the directions of my site supervisor. I understand and agree to comply with federal, state, and local regulations related to on-the-job safety and health.

I hereby certify that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I understand that if I am selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration law requires me to complete an I-9 Form in this regard.

I understand that if any term, provision, or portion of this Agreement is declared void or unenforceable, it shall be severed and the remainder of this Agreement shall be enforceable.

**My signature attests to the fact that I have read, understand, and agree to all the above terms.**

|                   |              |
|-------------------|--------------|
| <b>Signature:</b> | <b>Date:</b> |
|                   |              |

If the applicant is a minor, the foregoing release and consent must be signed by the applicant's parent or legal guardian. Signature by the applicant's parent or legal guardian constitutes acknowledgement by the applicant and the parent or legal guardian that the District, to the extent permitted by federal, state, and local law, can test the applicant for illegal or controlled substances, conduct inspections of property without notice, and communicate test results to Company personnel who need to know, the applicant, and the applicant's legal guardian.

|   |              |
|---|--------------|
| <b>Parent/Legal Guardian Signature:</b> | <b>Date:</b> |
|   |              |