

APPLICATION FOR EMPLOYMENT

ATASCADERO MUTUAL WATER COMPANY 5005 EL CAMINO REAL, P.O. BOX 6075, ATASCADERO, CA 93423 (805) 466-2428

Equal Employment Opportunity - It is our policy to provide equal employment opportunity throughout the Company for all qualified persons without regard to race, color, gender, religion, age, sex, national origin, disability or veteran status.

PLEASE READ CAREFULLY - WRITE CLEARLY - ANSWER ALL QUESTIONS

DATE: _____

 Last Name First Name Middle Name

Address _____ Telephone No. _____
 No. Street City State ZIP Code

Are you over 18 years of age? _____ Position Desired _____ Date Available _____

Salary Expected \$ _____ per _____

EDUCATION

Names and Complete Addresses of Schools	Circle last Grade Completed	Units Completed	Did you Graduate?
Last Elementary School	1 2 3 4 5 6 7 8		
Last High School	9 10 11 12		
Jr. College, College or University, Technical, Business or Vocational School	Major Subjects	Years Completed/Degrees	

List of courses you are currently taking _____ Do you like to work with figures? _____

Do you plan to take additional courses? _____ What? _____ Where? _____

Foreign Languages? _____

Do you possess a professional or trade license or certificate? _____ Type _____ Issued by _____ Exp. Date _____

PERSONAL

How long have you lived at your present address _____ Do you have a valid Motor Vehicle Operators License? _____ From what State _____

Are you authorized to work in the United States on a regular, full-time basis? _____ Will you work overtime? _____

Motor Vehicle Operator's License No.: _____ Exp. Date: _____ Class: _____ Endorsements: _____

Can you work any day of the week if required? _____ If employed here do you intend to work elsewhere? _____

Have you ever had a security clearance? _____ Where? _____

Have you ever been bonded? _____

Have you ever been refused a security clearance? _____ Where? _____

Have you ever been refused bonding? _____ Where? _____

Have you ever been convicted of a felony ? _____ (a conviction will not necessarily disqualify an applicant)

Have you ever worked under another name? _____ What name? _____ Were you ever employed by this organization? _____

List names of any relatives or acquaintances ever employed by this organization: _____

List any job-related hobbies, special interests or professional organizations: _____

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WORK EXPERIENCE (most recent first)

LIST ADDITIONAL WORK EXPERIENCE ON THIRD PAGE IF NECESSARY

<p style="text-align: center;"><u>DATES OF EMPLOYMENT</u></p> <p>From: _____</p> <p>To: _____</p>	<p style="text-align: center;">EMPLOYER AND JOB INFORMATION</p> <p>Employer: _____</p> <p>Address: _____</p> <p>Supervisor Contact: _____ Phone No.: _____</p> <p>Position/Title: _____</p> <p>Description of Duties: _____</p> <p>_____</p> <p>Reason for Leaving: _____</p>
<p style="text-align: center;"><u>SALARY</u></p> <p>Starting: _____</p> <p>Leaving: _____</p>	
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NOTICE TO ALL JOB APPLICANTS FOR WATER DISTRIBUTION OPERATOR OR TRAINEE

ATASCADERO MUTUAL WATER COMPANY (AMWC) ATTEMPTS TO SCHEDULE ITS WORKLOAD TO PROVIDE ALL EMPLOYEES WITH STANDARD WORK HOURS THAT RESULT IN 8-HOUR DAYS/40-HOUR WEEKS. HOWEVER, THERE IS NO GUARANTEE THAT THESE HOURS WILL ALWAYS BE AVAILABLE.

IN ADDITION, THE FOLLOWING SHOULD BE UNDERSTOOD:

- **EMERGENCIES AND SCHEDULING ISSUES REQUIRE WORKING OCCASIONAL EXTRA HOURS**
- **ALL EMPLOYEES MUST BE AVAILABLE FOR “ON CALL” DUTY, WHICH REQUIRES THAT THEY CARRY A PAGER AND RESPOND TO CUSTOMER OR FACILITY PROBLEMS ON A 24-HOUR BASIS WHEN THEY ARE “ON CALL”**
- **BECAUSE OF THE REQUIREMENT TO BE “ON CALL”, EMPLOYEES MUST HAVE A PHONE, POSSESS A VALID DRIVER’S LICENSE, AND LIVE WITHIN 15 MINUTES DRIVING TIME OF THE CENTER OF THE AMWC SERVICE AREA (HWY 101 & HWY 41)**

NOTE: THERE IS ADDITIONAL COMPENSATION FOR ALL OVERTIME WORKED AND FOR BEING “ON CALL”

- **FIELD STAFF MUST OBTAIN AND MAINTAIN THE REQUIRED LEVEL OF CERTIFICATION FOR THEIR JOB POSITION OR THEIR EMPLOYMENT WILL BE TERMINATED**
- **CAL-OSHA GENERAL INDUSTRIAL SAFETY ORDER 5144 REQUIRES THAT EMPLOYEES IN THESE JOB CLASSIFICATIONS BE CLEAN SHAVEN**
- **THIS POSITION IS INCLUDED IN A “LABOR AGREEMENT” WITH TEAMSTERS LOCAL UNION NO. 381; MEMBERSHIP IN THIS UNION IS NOT MANDATORY**
- **APPLICANTS MAY BE TESTED**
- **THIS POSITION IS INCLUDED IN A “LABOR AGREEMENT” WITH TEAMSTERS LOCAL UNION NO. 381; MEMBERSHIP IN THE TEAMSTERS UNION IS NOT MANDATORY**

EMPLOYEES OF ATASCADERO MUTUAL WATER COMPANY FILL A POSITION OF TRUST AFFECTING THE HEALTH AND WELFARE OF THE PUBLIC. FOR THIS REASON, ALL APPLICANTS WHO ARE OFFERED A JOB WILL BE SUBJECT TO THE FOLLOWING:

- **DRIVING RECORD CHECK (CURRENT DMV RECORD TO BE PROVIDED BY APPLICANT)**
- **DRUG & ALCOHOL TESTING AND PHYSICAL/MEDICAL EXAMINATION**
- **CHECK FOR PRIOR CONVICTIONS**

DURING A NEW EMPLOYEE’S FIRST SIX MONTHS OF EMPLOYMENT, HE/SHE WILL BE HIRED ON A PROBATIONARY STATUS.

AMWC IS AN EQUAL OPPORTUNITY EMPLOYER. WOMEN, MINORITIES, AND HANDICAPPED INDIVIDUALS ARE ENCOURAGED TO APPLY.

THE IMMIGRATION REFORM AND CONTROL ACT OF 1986 MAKES IT ILLEGAL FOR AN EMPLOYER TO HIRE UNAUTHORIZED ALIENS. ALL INDIVIDUALS HIRED FOR APPOINTMENT MUST BE A U.S. CITIZEN OR ALIENS AUTHORIZED TO WORK IN THE UNITED STATES. IN CONFORMANCE WITH THIS LEGISLATION, AMWC WILL REQUIRE VERIFICATION OF THE SELECTED CANDIDATE’S IDENTITY AND EMPLOYMENT AUTHORIZATION AT THE TIME THE EMPLOYMENT OFFER IS MADE.

ACKNOWLEDGED:

SIGNED AND PRINTED NAME

PLEASE LET US KNOW IF YOU REQUIRE SPECIAL ACCOMMODATIONS PRIOR TO THE INTERVIEW.