Indiana

8-21 3

Application for Employment

Please Prin

Decatur County Rural Water 3455 N Old US Hwy 421 Greensburg, IN 47240 81-663-3119

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

NameList First	Applicant ID #
Address	accompagned for bittohic and a red and breaking
Telephone # () Cellular/Other Phone # () E-mail Address
Position(s) applied for	Date of application / /
Referral Source (Please check the appropriate category and list the source.)	
☐ Walk-in	School
Employee	☐ Job Fair
Advertisement	Staffing Agency
Company's Website	Government Employment Agency
Other Internet	Other
If necessary, best time to call you is : AM PM Home Cellular/Other May we contact you at work? Yes No	Will you work overtime if required? Yes No. 1f no, please explain:
If yes, work number and best time to call: () : AM PM If you are under 18 and it is required,	Are you able to perform the "essential functions" of the job for which you are applying (with or without reasonable
If no, please explain:Have you submitted an application here before? Yes No If yes, give date(s) and position(s):	accommodation)? This question is not designed to elicit information about an applicant's disability. Please do not provide information about the existence of a disability, particular accommodation, or whether accommodation is necessary. These issues may be addressed at a later stage to the extent permitted by law. Yes No Need more information about the job's "essential functions" to respon
Have you ever been employed here before?	Driver's license number required if driving may be required in the job for which you are applying:
Is this application a request for reemployment	State
following an extended military leave of absence from this company?	Have you ever been bonded?
If yes, additional information may be requested. Are you legally eligible for employment	Answering "yes" to the following question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.
in this country? Yes No	Have you ever been convicted of a crime that has not been expunged by a court?
Date available for work/	If yes, please provide date(s) and details:
Type of employment desired:	Have you entered into an agreement with any former employer or other party (such as a noncompetition agreement) that might, in any way, restrict your ability to work for our company?
Will you travel if job requires it?	If yes, please explain:

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If not addressed on previous page, have you ever been fired or asked to resign from a job?	Skills and Qualifications Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are Computer Skills (Check appropriate boxes. Include software titles and years of experience.) Word Processing Years: Internet Year Spreadsheet Years: Other Year Presentation Years: Other Year E-mail Years: Other Year	e applying:
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We will use this information only for employment purposes and make reasonable efforts to safeguard your privacy.

Related Information

To what job-related organizations (professional, trade, etc.) do you belong?

Exclude memberships that would reveal race, color, religion, sex, national origin, genetic information, citizenship, age, mental or physical disabilities, veteran/reserve, National Guard or any other similarly protected status.

Organization	Offices Held
	prise revisit provided a secretarion of the southern and
	Lives clease explain
List special accomplishments, publications, awards, etc. Exclude information that would reveal race, color, religion, sex, national origin, genetic in veteran/reserve, National Guard or any other similarly protected status.	formation, citizenship, age, mental or physical disabilities,
In your current or a previous job, have you ever written instructions or directi	ons to be followed by employees or customers?
☐ Yes ☐ No ☐ Not Applicable	
If yes, please explain:	
Is there any other job-related information you want us to know about you? Applicant Statement	
I certify that all information I have provided in order to apply for and secure work with this employer is	true, complete and correct.
I expressly authorize, without reservation, the employer, its representatives, employees or agents to conta employers, public agencies, licensing authorities and educational institutions and to otherwise verify the job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, non-defamatory information, in a lawful manner, in the employment process and all other persons, corp	act and obtain information from all references (personal and professional), a accuracy of all information provided by me in this application, resumé or employees or representatives, for seeking, gathering and using truthful and
I understand that this employer does not unlawfully discriminate in employment and no question on the from consideration for employment on any basis prohibited by applicable local, state or federal law.	
I understand that this application remains current for only 30 days. At the conclusion of that time, if I he employment, it will be necessary for me to reapply and fill out a new application.	ave not heard from the employer and still wish to be considered for
If I am hired, I understand that I am free to resign at any time, with or without cause and with or without employment at any time, with or without cause and with or without prior notice, except as may be requi employment for any specified period or definite duration. I understand that no supervisor or representa and that no implied oral or written agreements contrary to the foregoing express language are valid unle	red by law. This application does not constitute an agreement or contract for tive of the employer is authorized to make any assurances to the contrary
I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to complete an I-9 Form in this regard.	
This Company does not tolerate unlawful discrimination in its employment practices. No question applicant from consideration for employment on the basis of his or her sex, race, color, religion, nat other protected status under applicable federal, state, or local law. This Company likewise does not citizenship, genetic information, age, disability, or any other protected status. Examples of prohibite contact, offensive gestures, unwelcome comments, jokes, epithets, threats, insults, name-calling, neg other graphic materials, and any other words or conduct that demean, stigmatize, intimidate, or sin Harassment of our employees is strictly prohibited, whether it is committed by a manager, coworker The Company takes all complaints of harassment seriously and all complaints will be investigated p.	ional origin, genetic information, citizenship, age, disability, or any tolerate harassment based on sex, race, color, religion, national origin, and harassment include, but are not limited to, unwelcome physical gative stereotyping, possession or display of derogatory pictures or gle out a person because of his/her membership in a protected category. It is subordinate, or non-employee (such as a vendor or customer).
NOTE: This Company complies with Indiana law prohibiting smoking in enclosed areas within pla	
I understand that any information provided by me that is found to be false, incomplete or misre from further consideration for employment, or (ii) may result in my immediate discharge from t	presented in any respect, will be sufficient cause to (i) eliminate me he employer's service, whenever it is discovered.
DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT ST	ATEMENT.
I certify that I have read, fully understand and accept all terms o	f the foregoing Applicant Statement.
Signature of Applicant	Date / /



This product is designed to provide accurate and authoritative information. However, it is not a substitute for legal advice and does not provide legal opinions on any specific facts or services. The information is provided with the understanding that any person or entity involved in creating, producing or distributing this product is not liable for any damages arising out of the use or inability to use this product. You are urged to consult an attorney concerning your particular situation and any specific questions or concerns you may have.

Important note: This is approved for use by the purchaser only. This form may not be shared publicly or with third parties.

