

SOIL & WATER CONSERVATION DISTRICT OF LIVINGSTON COUNTY DISTRICT SPECIALIST I

The Livingston County Soil and Water Conservation District (SWCD) is accepting applications for one full time Program Specialist position with primary responsibilities in Livingston County and the potential to work in surrounding counties.

Job duties and responsibilities include:

- Surveying/staking
- Designing/engineer plans for terraces, waterways, structures, sediment basins'
- Inspecting construction of soil and water conservation practices
- Oversee rental equipment and perform routine maintenance

Successful candidate must:

- Have strong computer skills
- Be willing to work both indoors and outdoors in varying weather conditions
- Work as a team player
- Be self-motivated
- Have good public relation skills

Minimum qualifications:

- High school diploma or GED
- Valid driver's license
- Pass a USDA background check
- The ability to travel over rough terrain
- Agriculture background helpful, but not required

Benefits:

- Health insurance
- Retirement
- Paid holidays
- Sick leave
- Vacation leave

Successful candidate will be overseen by the Livingston County SWCD. Wages start at \$15.00 per hour with potential advancement following the District Specialist progression line.

Applications can be picked up from Cindy at the Livingston County USDA office in Chillicothe, or call 660-646-5687, ext. 3, to request one by email. Please attach Resume to application. Applications will be accepted until the position is filled.

Equal Opportunity Employer & Provider



DISTRICT SPECIALIST I

Employment Application

APPLICANT INFORMATION					
Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Date Available			Desired Salary		
Position Applied for					
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
Job Qualifications:					
EDUCATION					
High School		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
REFERENCES					
<i>Please list three professional references.</i>					
Full Name			Relationship		
Company			Phone ()		
Address					
Full Name			Relationship		
Company			Phone ()		
Address					
Full Name			Relationship		
Company			Phone ()		
Address					

PREVIOUS EMPLOYMENT

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature	Date
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