

EMPLOYMENT APPLICATION

Please Return to:

Dent Co Soil & Water Conservation District
1012 E Scenic Rivers Blvd | Salem, MO 65560

or myra.swyers@swcd.mo.gov

Last Name	First Name	Middle Initial
-----------	------------	----------------

Street	City	State	Zip
--------	------	-------	-----

Phone number: _____

Are you a citizen of the United States? YES NO

If no, are you authorized to work in the United States? YES NO

Have you been employed by a SWCD in the past? YES NO

Have you ever been convicted of a felony? YES NO

When is your earliest start date? _____

How did you hear about this position? _____

Work Experience

List your current or most recent job first and work backwards.

May we ask your present employer about your character, qualifications, and work record? _____ YES _____ NO

Name and Address of Employer's Organization:

Title: _____

Dates Employed: _____ Salary/Hourly: _____

From: _____ To: _____ Starting: \$ _____ Ending: \$ _____

Average Number of Hours Worked per Week: _____

Reason for Leaving: _____

Your Immediate Supervisor: _____

Name	Telephone
------	-----------

Briefly describe your specific duties, responsibilities and accomplishments in this job:

Name and Address of Employer's Organization:

Title: _____

Dates Employed: _____ Salary/Hourly: _____
From: _____ To: _____ Starting: \$ _____ Ending: \$ _____

Average Number of Hours Worked per Week: _____

Reason for Leaving: _____

Your Immediate Supervisor:

Name	Telephone
------	-----------

Briefly describe your specific duties, responsibilities and accomplishments in this job:

Name and Address of Employer's Organization:

Title: _____

Dates Employed: _____ Salary/Hourly: _____
From: _____ To: _____ Starting: \$ _____ Ending: \$ _____

Average Number of Hours Worked per Week: _____

Reason for Leaving: _____

Your Immediate Supervisor:

Name	Telephone
------	-----------

Briefly describe your specific duties, responsibilities and accomplishments in this job:

Military Service

Branch: _____ From: _____ To: _____

Type of discharge: _____

If other than honorable, explain: _____

Education

High School _____

Do you have a high school diploma? YES NO

Have you ever attended college? _____ YES _____ NO

If YES, indicated the name and location:

Name Location	Year Attended	Number of Credit Hours Completed	Type of Degree	Year of Degree
------------------	------------------	-------------------------------------	-------------------	-------------------

1. _____

2. _____

3. _____

If you have completed any other courses or training related to the kind of job you are applying for (trade, vocational, Armed Forces, business) give information below:

Name Location	Year Attended	Classroom Hours	Subjects	Training Completed
------------------	------------------	--------------------	----------	-----------------------

1. _____

2. _____

3. _____

Special Skills, Accomplishments and Awards

References

List three professional people who are not related to you and are not supervisors you listed but know your qualifications for the kind of job for which you are applying. At least one reference should know you on a personal basis.

Name	Phone Number	Relationship
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Do you have a valid driver's license? YES NO

Are you willing to travel to multiple counties? YES NO

Employment will be subject to a successful Security Background Check.

Dent County SWCD is an Equal Opportunity Employer.

SIGNATURE, CERTIFICATION AND RELEASE OF INFORMATION

You must sign this application. This is not a state or federal job announcement.

- A false statement on any part of your application may be grounds for not hiring you, or for firing you after you begin work.
- I consent to the release of information about my ability for employment by employers, schools, law enforcement agencies and other individuals and organizations, to investigators, personnel staffing specialists, and other authorized employees.
- I certify that, to the best of my knowledge and belief, all of my statements are true, correct, complete and made in good faith.

Signature

Date