

RAMSEY WATER COMPANY, INC.

**415 HIGHWAY 64 NW
RAMSEY INDIANA 47166
(812) 347-2551 FAX (812) 347-2589**

EMPLOYMENT APPLICATION

PERSONAL:

DATE: _____

NAME _____ **SOCIAL SECURITY #** _____
Last First Middle Initial

PRESENT ADDRESS _____
No. Street City State Zip

How many years at this address? _____ Telephone # () _____

Marital status _____ Number of dependents _____

PREVIOUS ADDRESS _____
No. Street City State Zip

POSITION APPLIED FOR _____

RATE OF PAY EXPECTED \$ _____ per _____

How did you learn of this opening? _____

Do you want to work _____ full time, or _____ part-time

Specify days and hours if part time _____

Are you on lay-off and subject to recall? _____ Have you worked for us before? _____

If hired, on what date will you be available to start work? _____

Are there any other experiences, skills, or qualifications that you feel would especially fit you for work with the water company?

If hired, do you have a reliable means of transportation to get to work? _____

Can you substantially perform the essential functions of the job for which you are applying? If yes, please explain.

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses? _____

If yes, describe in full _____

Person to be notified in case of accident or emergency

Name: _____ Phone # _____

Address _____
No. Street City State Zip

EDUCATIONAL BACKGROUND

Type of School	Name & Address	List Years Attended	Graduated Yes No	Degree
High School	_____	_____	Yes No	_____
College	_____	_____	Yes No	_____
Post College	_____	_____	Yes No	_____
Business/Trade	_____	_____	Yes No	_____
Other	_____	_____	Yes No	_____

MILITARY SERVICE RECORD

Have you ever served in the armed forces? ____ Yes ____ No

If yes, what branch? _____

Date of Duty: From _____ to _____
Month / Year Month / Year

Rank at discharge _____

What were your duties in the service (include special training and duty station)? _____

Summarize special skills and qualifications acquired from employment or other experience

TO THE APPLICANT

IF HIRED: Can you at that time furnish verification of the following information?

Birth Certificate ___ Yes ___ No
Diploma ___ Yes ___ No
Citizenship ___ Yes ___ No
CDL License ___ Yes ___ No

Have you ever been bonded? _____ f yes, for what job (s)? _____

Employer may ask other bonafide occupational questions.

PERSONAL REFERENCES: (Excluding relatives)

- (1) Name and Occupation _____
Address _____ Phone # _____
- (2) Name and Occupation _____
Address _____ Phone # _____
- (3) Name and Occupation _____
Address _____ Phone # _____

PRIOR WORK HISTORY:

Date From / To	Name, Address, and Phone # Employer	Rate of Pay Start / Finish	Supervisor Name
_____ mo/yr to mo/yr	_____	_____/_____ Reason for Leaving _____	_____
_____ mo/yr to mo/yr	_____	_____/_____ Reason for Leaving _____	_____
_____ mo/yr to mo/yr	_____	_____/_____ Reason for Leaving _____	_____

May we contact the employers listed above? _____ If not, indicate which one(s) you do not wish us to contact _____

Occasionally the form of an application blank makes it difficult for an individual to adequately summarize their complete background. To assist us in finding the proper position for you in our company, use the space below to summarize any additional information necessary to describe your full qualifications .

Thank you for completing the application form and for your interest in employment with us. We would like to assure you that your opportunity for employment with our company will be based only on your merit and on no other consideration. Ramsey Water Company is an Equal Employment Opportunity Employer.

APPLICANT'S CERTIFICATION AND AGREEMENT

Please read carefully: I hereby certify that the facts set forth in this employment application are true and complete to the best of my knowledge. I understand that information provided by me on this application shall be verified. I understand that falsified statements on this application shall be considered sufficient reason for rejection of this application and the applicant for employment consideration.

If already employed, such falsification shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my employment and personal history and financial and credit record. This is an employment application, not an employment contract. Employment is at will and may be terminated by you or the company for any or no cause.

Signature of Applicant_____