

EMPLOYMENT HISTORY

Starting with your current or most recent employer, please list all periods of employment, self-employment and unemployment **and** military service or unemployment:

Employer's Name and Address	Dates of Employment	Position(s) Held	Salary/Wage	Reason For Leaving
Name: Street Address: City, State, Zip Code: Telephone Number:	Hire Date: (Month/Year) End Date: (Month/Year)	Names of Supervisors	Start: \$ _____ /wk End: \$ _____ /wk	
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*** Please list all additional employers and requested information on separate paper.**

Please fully explain all periods of self-employment and any gaps in your employment history:

Have you ever been discharged, terminated or asked to resign from a job? **Yes** **No** If yes, explain below:

May we contact your current employer? **Yes** **No** If no, please explain below:

EDUCATION

Do you have a high school diploma or General Education Diploma (G.E.D.)? **Yes** **No**

If no, how many years of high school have you completed? _____

	Name and Address of Institution	Course of Study or Major	Years Completed	Diploma/ Degree
Undergraduate College				
Professional, Business or Correspondence				
Other				

Please list any additional certifications, degrees or training which you have received which may be relevant to your candidacy for employment with the Venango Conservation District:

PERSONAL REFERENCES

Please provide three references that are **not** previous employers or relatives:

Name	Address	Relationship	Telephone Number	Years Known

APPLICANT'S STATEMENT
Please read carefully before signing

I hereby affirm that the information provided on this Application and accompanying resume (if any) is true and correct to the best of my knowledge. I also agree that any falsified information or significant omissions may disqualify me from further consideration for employment and may result in my discharge if discovered at a later date. I agree that the Venango Conservation District shall not be liable in any respect if my employment is terminated because of false statements, answers or omissions.

I authorize the Venango Conservation District to investigate all statements made in this Application, contained in my resume or made by me in any interview or other document. I authorize the Venango Conservation District to investigate all statements in this Application and to secure any necessary information from employers, references, educational institutions and certifying entities. I hereby release these employers, references, educational institutions and certifying entities from any and all liability arising from their giving or receiving information about my employment history, academic credentials or qualifications, and/or my suitability for employment.

I hereby agree to submit to any illegal drug-screening test and background check that may be required as a condition of employment and understand that to refuse to drug testing or background check during the application process or during the course of my employment may result in a rejection of my application, discipline and/or discharge. I understand that I may receive a job offer, which is conditioned upon my completion of a medical examination or inquiry, or a demonstration of my ability to perform the essential functions of the position for which I have applied.

In the event of my employment with the Venango Conservation District, I understand that my employment is terminable at will, that I am not being employed for any specified time, and that this Application is not a contract for employment. I recognize that, if hired, either the Venango Conservation District or I remain free to terminate the employment relationship at any time, with or without cause, with or without notice.

I understand that this Application will be considered active for a period of 60 days. Should I wish to be considered for employment beyond this period of time, I acknowledge that I must complete another application form or request in writing that my Application continue to be considered.

DATE

SIGNATURE OF APPLICANT

The Venango Conservation District is an equal opportunity employer and considers all qualified candidates for employment without regard for race, color, religion, gender, national origin, ancestry, age, physical or mental disability, marital or veteran status, pregnancy or any other legally protected status.

If you require any special reasonable accommodation in completing this application, interviewing, completing any pre-employment testing or otherwise participating in the employment selection process, please advise us.