



UTE WATER CONSERVANCY DISTRICT

2190 H ¹/₄ Road, Grand Junction, CO 81505 | P.O. Box 460, Grand Junction, CO 81502

Application for Employment

EQUAL OPPORTUNITY EMPLOYER

The Ute Water Conservancy District is an equal opportunity employer. We do not discriminate based on race, color, hair associated with a race, sex, gender, gender identity, sexual orientation, pregnancy, national origin, ancestry, religion, creed, age, physical or mental disability, marital status, veteran or military status, genetic information, or other protected status by federal, state or local law. It is our intention that all qualified applicants are given equal opportunity and that selection decisions be based on job-related factors.

PROVIDE ALL/ONLY INFORMATION REQUESTED OR YOU MAY BE DISQUALIFIED

Answer each question fully and accurately. You may use another piece of paper if you do not have enough room on this application. **PLEASE PRINT**, except your signature on the back of the application. Failure to do any of the above or adding information not requested will disqualify your application. **DO NOT** use a résumé as a substitute for any information this application requires. In compliance with the Colorado Job Application Fairness Act, we kindly request that you **DO NOT** include any age-identifying information such as age, date of birth, the dates of your education to include years of attendance or graduation on your employment application, résumé, cover letter, or any supplemental attachments. No action can be taken on this application until you have answered all questions.

PERSONAL INFORMATION

Name: _____ Telephone #: _____
Last First Middle

Address: _____
Present Street Address City State Zip Code

Job Applied for: _____ Today's Date: _____

Email Address: _____

Are you seeking: Full-time Part-time Temporary Shift employment?

Are you 18 years of age or older? Yes No (If you are hired, you may be required to submit proof of age)

Are you willing to work overtime as required? Yes No Date available for work: _____

GENERAL INFORMATION

Have you worked or attended school under any other names? Yes No
If yes, give names: _____

Have you ever previously applied for employment with Ute Water? Yes No If yes, when? _____

Have you ever previously been employed with Ute Water? Yes No If yes, when? _____

Are you related to any Ute Water employees? Yes No If yes, who? _____

You have had a chance to review the job posting and job description for this position, which includes the position's pay range. Ute Water generally starts new hires at the bottom of the advertised pay range for the open position. If offered a position, do you understand that starting pay will be at the bottom of the advertised pay range? Yes No

You have had a chance to review the job posting/description for this position. Do you meet all required educational, experience, and certification/license qualifications for the job? Yes No

If not, what qualifications do you lack? _____

Do you have any commitments that will necessitate your absence from work during regular work hours for more than three consecutive days within the first 90 days of employment? Yes No

If yes, please explain: _____

Have you ever been convicted of any law violation? Yes No
(Include any plea of "guilty" or "no contest". Exclude minor traffic violations)

If yes, date of conviction(s) _____ If yes, give details _____

Ute Water only performs background checks on individuals who are finalists for the position. The results of a background check will not necessarily disqualify you from being considered for employment.

Have you ever received a disciplinary action, been terminated from a job, or resigned in lieu of termination? Yes No
If yes, please explain: _____

DRIVER INFORMATION

ALL POSITIONS AT UTE WATER ARE REQUIRED TO DRIVE COMPANY VEHICLES.

Do you have a valid driver's license? Yes No

Driver's License Number: _____ Class of License: _____

Have you received any moving violations in the past three (3) years? Yes No
If yes, give details: _____

Have you had your driver's license suspended or revoked in the last three (3) years? Yes No
If yes, give details: _____

Have you been convicted of a DUI or DWAI in the past five (5) years? Yes No
If yes, give details: _____

WORK HISTORY

Start with your present or most recent job. In chronological order, account for all periods of time, including military service and any periods of unemployment. If self-employed, give the firm name and supply business references.

NOTE: A job offer may be contingent upon acceptable references from current and former employers.

From: mo/yr	To: mo/yr	Employer	Ph. #
Job Title		Address	
Supervisor		Job Duties:	
Full-time <input type="checkbox"/>		Part-time <input type="checkbox"/>	
May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Reason for Leaving			
From: mo/yr	To: mo/yr	Employer	Ph. #
Job Title		Address	
Supervisor		Job Duties:	
Full-time <input type="checkbox"/>		Part-time <input type="checkbox"/>	
May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Reason for Leaving			
From: mo/yr	To: mo/yr	Employer	Ph. #
Job Title		Address	
Supervisor		Job Duties:	
Full-time <input type="checkbox"/>		Part-time <input type="checkbox"/>	
May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Reason for Leaving			
From: mo/yr	To: mo/yr	Employer	Ph. #
Job Title		Address	
Supervisor		Job Duties:	
Full-time <input type="checkbox"/>		Part-time <input type="checkbox"/>	
May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Reason for Leaving			

From: mo/yr	To: mo/yr	Employer	Ph. #
Job Title		Address	
Supervisor		Job Duties:	
Full-time <input type="checkbox"/>	Part-time <input type="checkbox"/>		
May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Reason for Leaving			

EDUCATION

	List Name of Schools	# of Years Completed	Did you Graduate? Yes / No	Diploma, Degree, or Certificate Earned	Field of Study
High School or GED					
College or University					
Vocational or Technical					

SPECIAL SKILLS

What skills or additional training do you have that are related to the job for which you are applying? _____

What machines, equipment, or software can you operate that are related to the job for which you are applying? _____

List professional, trade business, or civic activities and offices held. (You may, at your discretion, exclude labor organizations and memberships which reveal protected-class status.) _____

REFERENCES

(Give three references, not relatives or former employers)

NAME	TELEPHONE #	YEARS KNOWN	HOW DO YOU KNOW THIS REFERENCE?

AFFIDAVIT, CONSENT AND RELEASE

PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING THIS APPLICATION

I certify that all information in this employment application is true and correct to the best of my knowledge. I understand that any misrepresentation of information by statement or omission will result in disqualification or, if already hired, dismissal from employment, no matter when the misrepresentation is discovered.

I authorize the investigation of any or all statements contained in this application. I also authorize, whether listed or not, any person, school, current employer, past employees, and organizations to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

I understand that **all employment with Ute Water is at-will**, meaning that employment with Ute Water may be terminated, with or without cause, and with or without prior notice, at any time, at the option of either me or Ute Water. I understand that no supervisor or manager has the authority to enter into an agreement for employment that waives Ute Water’s right to terminate employment at-will.

I understand that I will be required to pass a drug screening examination as a condition of employment. I hereby consent to any pre-and/or post-employment drug screen as a condition of employment, if required.

I understand that if I am extended an offer of employment, it may be conditioned upon my successfully passing a complete pre-employment physical examination. I consent to the release of any or all medical information to Ute Water as may be deemed necessary to judge my capability to do the work for which I am applying.

I understand that Ute Water has policies and procedures that I must follow, if hired. I understand that Ute Water reserves the right to change its policies and procedures, including personnel policies and employee benefits, at any time with or without notice to or approval by employees, and those changes are accepted by continuing my employment with Ute Water.

If hired, you will be required to provide proof of your eligibility to work in the United States.

I have read, understand, and by my signature consent to these statements.

Signature: _____

Date: _____

How did you hear about this open position? _____