Tazewell County
Public Service Authority
"Leaders in Virginia"

James S. Etter, Vice-Chairman **Richard Smith, Secretary/Treasurer**
Charles Presley, Member **Rhudy Keith, Member**

J. R. Absher, Chairman
Jan Cordle, Administrator

APPLICATION FOR EMPLOYMENT

Position Applied For_____Date of Application_____
Name_____Soc.Sec.No_____

Address_____Telephone_____

Are you 18 years or older? _____

Are you a U.S. Citizen or an alien authorized to work in the United States? _____

Have you ever been employed with us before?_____

If yes when?_____

Are you currently employed?_____

May we contact your present employer?_____

Have you ever held a supervisory position?_____

Can you work flexible hours?_____

On what date would you be available to work?_____

Are you willing to travel should your job require it?_____

Do you currently hold a valid VA Driver's License?_____

Do you currently hold a valid VA Commercial Driver's License?_____

Do you have any illness or physical impairment that will prevent you from performing the tasks required for the position you are applying for?_____

If so, explain_____

EDUCATION

Grammar School Name:_____
Address:_____

High School Name:_____
Address:_____
Year Graduated_____

College Name:_____
Address:_____
Year Graduated_____
Course of Study_____

EXPERIENCE

Name and Address of Company_____
From _____ to _____
Duties_____
_____
_____
Reason for leaving_____

Name and Address of Company_____
From _____ to _____
Duties_____
_____
_____
Reason for leaving_____

Name and Address of Company_____
From _____ to _____
Duties_____
_____
_____
Reason for leaving_____

REFERENCES

Name _____ Telephone No_____
Occupation_____

Name _____ Telephone No_____
Occupation_____

Name _____ Telephone No_____
Occupation_____

Skills that you believe qualify you for the position you are applying for_____

_____

_____

APPLICANT'S STATEMENT

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

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 90 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby acknowledge that any employment relationship with this Company is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of the Company.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

_____ _____

Signature of Applicant Date

As a condition of employment you will be required to submit a copy of your birth certificate, and current driver's license as proof of U.S. citizenship or immigration status.