

**Tazewell County**  
**Public Service Authority**  
*"Leaders in Virginia"*

**Greg DeGray, Vice Chairman**  
**Joe Nicholson, Member**

**Richard Smith, 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 \_\_\_\_\_  
\_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Name and Address of Company \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_  
Duties \_\_\_\_\_  
\_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Name and Address of Company \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_  
Duties \_\_\_\_\_  
\_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
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 \_\_\_\_\_

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**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.