



**Cal Water**  
 1961 Petra Lane  
 Placentia, CA 92870  
 FAX: (714) 792-0794  
<http://www.CalWater.com>

## Employment Application

### APPLICATION INSTRUCTIONS

Please fill out the following application by printing or typing. Return to Cal Water in person, by mail, by Email or FAX, whichever is most convenient. (Employment Faxes go to HR.)

**Cal Water is an Equal Opportunity Employer:** All potential employees are evaluated without regard to race, color, religion, gender, national origin, age, marital or veteran status, the presence of a non-job related handicap any other legally protected status.

**Reference Confidentiality:** We endeavor to maintain high employee morale by preventing any kind of discrimination, theft or potential violence in the workplace. By signing this application, you are permitting us to conduct a personal background check that could result in our obtaining information that is personal and confidential. Any falsified applications for employment will be cause for the applicant to be rejected. NOTE: Any personal information obtained by and for the company would be kept strictly confidential, as laws permit and require.

**Conditions of employment: Overtime -** While we try to schedule work for predictable regular hours, we will occasionally need overtime from our regular employees. The ability and willingness to work overtime is in most cases a condition of employment at Cal Water.

**Employment Physical:** We are committed to maintaining a healthy, safe and DRUG-FREE workplace. All offers of employment are contingent upon successful completion of pre-employment physical including testing for the physical capability to do the job applied for and pre-employment drug screening.

Position Sought: \_\_\_\_\_

How did you learn about the position? \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Office Phone \_\_\_\_\_ Other Phone \_\_\_\_\_

Email Address: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

On what date would you be available for work? \_\_\_\_\_ Desired Wage/Salary \$ \_\_\_\_\_

Are you a U.S. citizen, or are you otherwise authorized to work in the U.S. without any restriction?

[ ] Yes [ ] No

Have you ever been convicted of a felony? [ ] Yes [ ] No If yes, please describe circumstances:

\_\_\_\_\_

Have you ever been involuntarily terminated or asked to resign from any position of employment?

[ ] Yes [ ] No. If yes, please describe circumstances: \_\_\_\_\_

\_\_\_\_\_

If selected for employment, are you willing to submit to a pre-employment drug screening test?

[ ] Yes [ ] No

EDUCATION				
School Name	Location	Years Attended	Degree Received	Major

Other training, certifications, or licenses held: \_\_\_\_\_  
 \_\_\_\_\_

List other information pertinent to the employment you are seeking: \_\_\_\_\_  
 \_\_\_\_\_

**EMPLOYMENT**

*(Most Recent First.)*

1. Employer \_\_\_\_\_ Job Title \_\_\_\_\_  
 Dates Employed \_\_\_\_\_ Prior Position Held within Company (if any): \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
 Duties Performed \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_

2. Employer \_\_\_\_\_ Job Title \_\_\_\_\_  
 Dates Employed \_\_\_\_\_ Prior Position Held within Company (if any): \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
 Duties Performed \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_

3. Employer \_\_\_\_\_ Job Title \_\_\_\_\_  
 Dates Employed \_\_\_\_\_ Prior Position Held within Company (if any): \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
 Duties Performed \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_

CONFIDENTIALITY NOTICE: This form, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, copying, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the Cal Water Employment Office immediately and destroy the original message and all copies. Thank you.

