

232 W. Main Street PO Box 305 Russia, OH 45363 PH: (937) 526-4436

PH: (937) 526-4436 FX: (937) 799-0003 fiscalofficer@russiaoh.com

APPLICATION FOR EMPLOYMENT – PART TIME WEEKEND POSITION

(PRE-EMPLOYMENT QUESTIONNAIRE)

(AN EQUAL OPPORTUNITY EMPLOYER)

PERSONAL INF	ORMATION			Data	
Name				Date	
Last		First	Middle		
Address:					
			State		Zip
Phone Number:		Are you 18 year	rs or older? (Circle yes	or no) Yes	No
Email Address:					
Are you legally eligib Proof of identity and eligibility	le to be employed in the United States? will be required upon employment)	(Circle yes or no)	Yes	No	
EMPLOYMENT	INFORMATION				
Are you presently en	nployed? (Circle yes or no) Yes	No If ye	s, may we contact you	r employer? Yes	No
Have vou ever been	terminated from employment or asked t	o resign by an em	plover? Yes	No	
	e company name(s) and details				
		mer Employers employers, starting with	n last one first)		
Dates Na	me and Address	Reason for			
	Employer		Position	Leaving	
From To			Phone #		
From					
Го			Phone #		
From					
Го			Phone #		
I			<u> </u>		
EDUCATION					
N High School	lame and Location of School		Number of Years	Did you Grad	uate?
College and/or Trade School	_				

REFERENCES (GIVE I	names of 2 persons not related t	to you, wnom you i	nave known at i	east i year)
Name	Address	Phone #	Position & Business	Years Acquainted
1				
2				
GENERAL				_
Are you certified as a Water of	or Wastewater Operator? Yes	No Which one	?	
Do you have any public utility	or sewer maintenance experience?	Yes No		
Do you have basic computer	knowledge? Yes No			
Please note that this position Training will be provided.	on does not require certification in w	vater or wastewaster	operations or pre	vious experience.
RECORD OF CONVICT	ΓΙΟΝ			
Have you ever been convicte	d of a felony? Yes No			
If yes, please explain and pro	vide dates and locations for all convicti	ions:		
(A conviction will not necessarily auto and rehabilitation will be considered).	omatically disqualify you for employment. Rather,	such factors as age and dat	e of conviction, seriousr	ness and nature of the crime,
PHYSICAL RECORD				
Do you have any physical lim	itations that restrict you from performin	g any work for which a	re you being consi	dered? Yes No
If yes, please describe:				
				·
EMEDOENCY CONTAC	OT INCODMATION.			
EMERGENCY CONTAC	CI INFURMATION:			
IN CASE OF EMERGENCY	NOTIFY	Address		Phone #

APPLICANT CONSENT AND AGREEMENT:

The Village of Russia is an equal opportunity employer. We do not discriminate in employment on account of race, color, religion, gender, sexual orientation, pregnancy, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.

"I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize the Village of Russia to verify the accuracy and to obtain reference information of my work performance. I hereby release the Village of Russia from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment for the Village of Russia. However, I further understand that neither the policies, rules, and regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract.

I agree that any claim or lawsuit relating to my service with the village of Russia must be filed no more than 6 months after the date
of the employment action that is the subject of the claim or lawsuit. I waive any statute of limitations to the contrary."

Date

THIS APPLICATION IS VALID ONLY FOR 90 DAYS FROM THE DATE SIGNED/DATED ABOVE.

Signature of Applicant