



JUNIATA COUNTY
CONSERVATION DISTRICT

146 Stoney Creek Drive, Suite 4
Mifflintown, PA 17059
(717) 997-8001

EMPLOYMENT APPLICATION

APPLICATION INFORMATION:

Full Name: _____ Date: _____
Last First M.I.

Address: _____ Phone: _____
Street Address

_____ *City State Zip Code*

Date Available: _____ S.S. Number: _____ Desired Salary: _____

Position Applied For: _____

Email: _____

Are you a citizen of the United States or an alien authorized to work in the United States? Yes No

Are you over 18 years of age? Yes No

Do you hold a valid driver's license and insurance? Yes No

Have you ever been convicted of a felony or misdemeanor? Yes No

EDUCATION:

High School: _____ Address: _____

From: _____ To: _____ Did you Graduate? Yes No Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you Graduate? Yes No Diploma: _____

Other: _____ Address: _____

From: _____ To: _____ Did you Graduate? Yes No Diploma: _____

Juniata CCD Application for Employment

REFERENCES:

Please list three professional references.

Full Name:	Relationship:
Company:	Phone:
Address:	Email:

Full Name:	Relationship:
Company:	Phone:
Address:	Email:

Full Name:	Relationship:
Company:	Phone:
Address:	Email:

EMPLOYMENT HISTORY

Company:	Phone:
Address:	Supervisor:
Job Title:	From: To:

Responsibilities:

May we contact your current/previous employer? Yes No

Company:	Phone:
Address:	Supervisor:
Job Title:	From: To:

Responsibilities:

May we contact your previous employer? Yes No

EMPLOYMENT HISTORY (CONT.)

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ From: _____ To: _____

Responsibilities:

May we contact your previous employer? Yes No

Have you ever been discharged, terminated, or asked to resign from a job? Yes No

Please list any additional certifications, degrees, or training which you have received which may be relevant to your candidacy for employment with the Juniata County Conservation District:

MILITARY SERVICE

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of discharge: _____

If other than honorable, please explain: _____

DISCLAIMER AND SIGNATURE:

Please read carefully before signing

I hereby affirm that the information provided on this Application and accompanying resume (if any) is true and correct to the best of my knowledge. I also agree that any falsified information or significant omissions may disqualify me from further consideration for employment and may result in my discharge if discovered at a later date. I agree that the Juniata County Conservation District shall not be liable, in any respect, if my employment is terminated because of false statements, answers or omissions.

I authorize the Juniata County Conservation District to investigate all statements made in this Application, contained in my resume or made by me in any interview or other document. I authorize the Juniata County Conservation District to investigate all statements in this Application and to secure any necessary information from employers, references, educational institutions and certifying entities. I hereby release these employers, references, educational institutions and certifying entities from any and all liability arising from their giving or receiving information about my employment history, academic credentials or qualifications and/or my suitability for employment.

I hereby agree to submit to any **illegal drug-screening test** that may be required, and also as a condition of employment and understand that to refuse to drug testing during the application process or during the course of my employment may result in a rejection of my application, discipline and/or discharge. I understand that I may receive a job offer that is conditioned upon my completion of a medical examination or inquiry, or a demonstration of my ability to perform the essential functions of the position for which I have applied, and also requires the completion **Pennsylvania's Child Abuse History Clearance, Pennsylvania's Criminal Background Check (PATCH), and FBI Background Clearances.**

In the event of my employment with the Juniata County Conservation District, I understand that my employment is terminable at will, that I am not being employed for any specified time and that this Application is not a contract for employment. I recognize that, if hired, either I or the Juniata County Conservation District remain free to terminate the employment relationship at any time, with or without cause, with or without notice.

I understand that this Application will be considered active for a period of 60 days. Should I wish to be considered for employment beyond this period of time, I acknowledge that I must complete another application form or request in writing that my Application continue to be considered.

SIGNATURE OF APPLICANT _____

DATE _____

The Juniata County Conservation District is an equal opportunity employer and considers all qualified candidates for employment without regard for race, color, religion gender, national origin, ancestry, age, physical or mental disability, marital or veteran status, pregnancy or any other legally protected status.

If you require any special reasonable accommodation in completing this application, interviewing, completing any pre-employment testing or otherwise participating in the employment selection process, please advise us.