



Application for Employment



We appreciate your interest in employment with the Mid-Peninsula Water District.

All applicants must submit a Mid-Peninsula Water District Application for Employment. It must be typewritten or filled out in blue or black ink. Applicants are encouraged to add additional pages, as necessary, to fully respond to requested information.

Once completed, it may be emailed to:

trudock@pcgengr.com

Or mailed/delivered in person to:

Mid-Peninsula Water District
Attn: Recruitment Manager
1075 Old County Road, Suite A
Belmont, CA 94002

A résumé may be attached but is not accepted in lieu of the application.

Once the recruitment closes, the applications will be reviewed and the most qualified candidates will be invited to an oral interview. The candidates not selected will receive an email or letter in the mail.

Application for Employment

We consider applicants for all positions without regard to race, color, religion, sex, gender, sexual orientation, national origin, age, marital or veteran status, disability, or any other legally protected status.

PLEASE PRINT WHEN COMPLETING ALL SECTIONS

A

Position(s) applied for: _____ Date of Application: _____

Last Name _____ First Name _____ Middle Name / Initial _____

Address _____ Number/Street _____ City _____ State _____ ZIP _____

Telephone Number(s) _____ Cell Phone _____ Day _____ Evening _____

Email Address _____

How did you learn about this opportunity? _____

B

Have you ever filed an application with us before?
 Yes No
If yes, give date _____

Have you ever been employed with us before?
 Yes No
If yes, give date _____

Are you currently employed?
 Yes No

May we contact your present employer?
 Yes No


Are you currently available to work:
 Full Time Part Time Temporary

Are you authorized to work lawfully in the United States for Mid-Peninsula Water District?
 Yes No
In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

On what date would you be available for work?

Indicate any languages – other than English – that you can speak, read, and/or write.

Do you have the ability to perform the tasks on the recruitment job description, with or without accommodation?
 Yes No



MPWD's Mission Statement
The mission of the MPWD is to deliver a safe, high-quality, reliable supply of water for current and future generations in a cost-effective, environmentally-sensitive, and efficient manner.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Mid-Peninsula Water District (MPWD)
1075 Old County Road, Suite A • Belmont, CA 94002
Email: trudock@pcgengr.com

Application for Employment

EMPLOYMENT EXPERIENCE



Start with your current or most recent job. Include military service assignments and volunteer activities which relate to the job for which you are applying. If you need additional space, please continue on a separate sheet of paper.

1.		Employer		Dates Employed		Reason for Leaving
		From	To			
Telephone Number(s)						
Address						
Job Title	Supervisor					
Work Performed						
2.		Employer		Dates Employed		Reason for Leaving
		From	To			
Telephone Number(s)						
Address						
Job Title	Supervisor					
Work Performed						
3.		Employer		Dates Employed		Reason for Leaving
		From	To			
Telephone Number(s)						
Address						
Job Title	Supervisor					
Work Performed						

MPWD's Vision Statement
 Providing quality water and essential service, since 1929...now...and into the future.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER
 Mid-Peninsula Water District (MPWD)
 1075 Old County Road, Suite A • Belmont, CA 94002
 Email: trudock@pcgengr.com


Application for Employment

EMPLOYMENT EXPERIENCE *(continued)*

Start with your current or most recent job. Include military service assignments and volunteer activities which relate to the job for which you are applying. If you need additional space, please continue on a separate sheet of paper.

C

4.	Employer	Dates Employed		Reason for Leaving
	Telephone Number(s)	From	To	
	Address			
	Job Title	Supervisor		
Work Performed				
<hr/>				
5.	Employer	Dates Employed		Reason for Leaving
	Telephone Number(s)	From	To	
	Address			
	Job Title	Supervisor		
Work Performed				
<hr/>				
6.	Employer	Dates Employed		Reason for Leaving
	Telephone Number(s)	From	To	
	Address			
	Job Title	Supervisor		
Work Performed				



MPWD's Mission Statement
The mission of the MPWD is to deliver a safe, high-quality, reliable supply of water for current and future generations in a cost-effective, environmentally-sensitive, and efficient manner.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER
Mid-Peninsula Water District (MPWD)
1075 Old County Road, Suite A • Belmont, CA 94002
Email: trudock@pcgengr.com

Application for Employment

EDUCATION/CERTIFICATIONS



PLEASE PRINT WHEN COMPLETING ALL SECTIONS

D

Check all educational institutions you have attended:
 High School Trade School Community College Undergraduate College/University Graduate/Professional

Provide information for your most recent educational institutions.

School Name #1 _____ City _____ State _____

Describe course of study and any specialized training, degrees, or honors received.

School Name #2 _____ City _____ State _____

Describe course of study and any specialized training, degrees, or honors received.

School Name #3 _____ City _____ State _____

Describe course of study and any specialized training, degrees, or honors received.

Provide information on certifications you have received.

Certification _____	State _____	Year Received _____
Certification _____	State _____	Year Received _____
Certification _____	State _____	Year Received _____
Certification _____	State _____	Year Received _____

MPWD's Vision Statement
 Providing quality water and essential service,
 since 1929...now...and into the future.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER
 Mid-Peninsula Water District (MPWD)
 1075 Old County Road, Suite A • Belmont, CA 94002
 Email: trudock@pcgengr.com

Application for Employment

REFERENCES



PLEASE PRINT WHEN COMPLETING ALL SECTIONS

E

Provide name, address, and telephone number of three business references who are not related to you.

Reference #1	Contact name (if available)
_____	_____
Address	Phone #
_____	_____
Reference #2	Contact name (if available)
_____	_____
Address	Phone #
_____	_____
Reference #3	Contact name (if available)
_____	_____
Address	Phone #
_____	_____

MPWD's Mission Statement
The mission of the MPWD is to deliver a safe, high-quality, reliable supply of water for current and future generations in a cost-effective, environmentally-sensitive, and efficient manner.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER
Mid-Peninsula Water District (MPWD)
1075 Old County Road, Suite A • Belmont, CA 94002
Email: trudock@pcgengr.com

Application for Employment

APPLICANT'S STATEMENT



F

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. I understand and acknowledge that the policy of the Mid-Peninsula Water District (MPWD) is such that the existence of a criminal conviction will not necessarily disqualify my application for employment.

I understand that if offered employment, the offer may be contingent on passing a preemployment alcohol and drug screen and a pre-employment physical and voluntarily agree to submit to these procedures. I also understand that I will be required to submit proof of my identity and legal right to work in the United States on my first day of employment.

If the position applied for requires driving in the course of work, I understand that I will be required to possess a current and valid California driver's license and understand that I will be required to provide a copy of my official driving record and proof of insurance.

This application for employment shall be considered active for a period of time not to exceed 45 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 understand and hereby acknowledge that any employment relationship with Mid-Peninsula Water District (MPWD) is of an "at will" nature, which means that the employee may resign at any time and the Mid-Peninsula Water District (MPWD) may discharge the employee at any time with or without cause. I also understand that 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 Mid-Peninsula Water District (MPWD).

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 Mid-Peninsula Water District (MPWD).

Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by the Mid-Peninsula Water District (MPWD), I am entitled to copies of any such records obtained, unless I mark the checked box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

Signature of Applicant: _____ Date: _____



MPWD's Vision Statement
Providing quality water and essential service,
since 1929...now...and into the future.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER
Mid-Peninsula Water District (MPWD)
1075 Old County Road, Suite A • Belmont, CA 94002
Email: trudock@pcgengr.com