



# Butte County Air Quality Management District

629 Entler Avenue, Suite 15, Chico, CA 95928

(530) 332-9400 FAX (530) 332-9417

*An Equal Opportunity Employer*

## Employment Application Form

Please type or print legibly

<b>Position:</b>			
<b>First Name</b>	<b>Middle Name</b>	<b>Last Name</b>	
<b>Mailing Address (Street, City State, Zip Code)</b>			<b>Primary Phone</b>
<b>Email Address</b>			

Have you ever used or been known by another name or alias?  Yes  No If yes, please list:

**PERFORMANCE** - Based on the posted job description, would you be able to perform the essential functions of the position with or without accommodation?  Yes  No

**EMPLOYMENT INFORMATION-**

A. Are you authorized to work in the United States?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
B. Do you have a valid, State issued Drivers License?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**CONVICTIONS/CRIMINAL OFFENDER BACKGROUND CHECKS** - Butte County Air Quality Management District will consider qualified applicants with a criminal history pursuant to the California Fair Chance Act. You do not need to disclose your criminal history or participate in a background check until a conditional job offer is made to you. After making a conditional offer and running a background check, if the District is concerned about conviction that is directly related to the job, you will be given the chance to explain the circumstances surrounding the conviction, provide mitigating or rehabilitative evidence, or challenge the accuracy of the background check report.

**PHYSICAL EXAM AND ALCOHOL/DRUG TEST** - Prior to formal offer and the anticipated starting date, the successful candidate must satisfactorily complete a physical examination and pre-employment alcohol/drug testing.

**LANGUAGE SKILLS** - Indicate language skills or specialized communication skills in which you possess sufficient fluency to serve as an interpreter (both oral and written).

**REFERENCES** - List three (3) people who are not related to you and are not previous employers.

Name	Phone	Address	Occupation	Years Known

**Education, Trainings, and Certifications**

Are you a high school graduate?  Yes  No

If "Yes", name and location (City/State) of high school attended: \_\_\_\_\_

If "No", have you successfully completed a G.E.D or a high school proficiency test?  Yes  No

Name & Location of College	Major Subject	# Units	List Degrees Earned*

\* Candidates granted an examination interview will provide a copy of their transcript at the interview.

Special Training Subject	Agency	Completed	Prof. Reg/ Title	Number	Expiration Date

## EXPERIENCE

Begin with your present or most recent position. List all jobs separately. Explain any gaps in employment over 3 months. Include all information requested below; do not simply redirect/refer to résumé. Use additional sheets if more space is necessary.

May we contact your current employer?  Yes  No

<b>(Mo./Yr.)-To (Mo./Yr.)</b>	<b>Employer (Business or Agency Name)</b>	<b>Position/Title</b>
<b>Total Time (Yrs./Mo.)</b>	<b>Address, City, State, Zip Code)</b>	<b>Supervisor Name &amp; Phone #</b>
<b>Duties:</b>		
<b>Reason for Leaving:</b>		
<b>(Mo./Yr.)-To (Mo./Yr.)</b>	<b>Employer (Business or Agency Name)</b>	<b>Position/Title</b>
<b>Total Time (Yrs./Mo.)</b>	<b>Address, City, State, Zip Code)</b>	<b>Supervisor Name &amp; Phone #</b>
<b>Duties:</b>		
<b>Reason for Leaving:</b>		
<b>(Mo./Yr.)-To (Mo./Yr.)</b>	<b>Employer (Business or Agency Name)</b>	<b>Position/Title</b>
<b>Total Time (Yrs./Mo.)</b>	<b>Address, City, State, Zip Code)</b>	<b>Supervisor Name &amp; Phone #</b>
<b>Duties:</b>		
<b>Reason for Leaving:</b>		

### Certification by Applicant

*I hereby certify that all statements made in this application and accompanying documents are complete and true. I understand that supplying false or misleading information is grounds for disqualification from further consideration for employment or for dismissal if discovered at a later date. I consent to investigation of all statements contained herein and authorize the references and employers listed above to give Butte County Air Quality Management District any and all information concerning my previous employment and any pertinent information personal or otherwise. I release all parties from liability for any damage that may result from furnishing the same to the District. I understand and agree that nothing contained in the application, or conveyed during any interview which may be granted, or during my employment, if hired, is intended to create an employment contract between the District and me. If hired, my employment is for no definite period and may be terminated at any time and without prior notice. I understand that any offers of employment are conditional to satisfactory criminal background check, passing physical examination, alcohol/drug testing prior to anticipated starting date and possessing a valid California Driver's License.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For District Personnel Use Only: Do Not Write in this Space					
Registration /License	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Education	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Typing Speed _____ Certificate	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Experience	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Review Date: ___ / ___ / _____	By: _____				