



Douglas County, WA

**FOSTER CREEK CONSERVATION DISTRICT**

P.O. Box 398 – Waterville, WA 98858-0398

Telephone: 509-888-6372

Email: [info@fostercreekcd.org](mailto:info@fostercreekcd.org)

*Foster Creek conservation district is an equal opportunity employer and shall not discriminate against an employee or applicant for employment because of race, color, religion, sex, age, marital status, national origin, or physical disability unless based upon bona fide occupational qualifications.*

**PLEASE COMPLETE ALL INFORMATION. INCOMPLETE APPLICATIONS MAY DELAY OR DISQUALIFY YOU.**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First

Address: \_\_\_\_\_  
 \_\_\_\_\_

Phone: (cell): \_\_\_\_\_ Other: \_\_\_\_\_

Email address: \_\_\_\_\_

Position applied for: \_\_\_\_\_ Date available: \_\_\_\_\_

	Yes	No	Comments:
Are you 18 years or older?			
Have you ever previously worked for the organization?			If Yes, when?
Do you possess a valid driver's license?			
Have you ever been convicted of a felony?			If Yes, explain:
Have you ever been convicted of a misdemeanor in the last 7 years?			If Yes, explain:
I have read the job description and can perform the duties without any accommodation			If No, explain:
Do you have any relatives working for the Foster Creek Conservation District?			If Yes, explain:

**EDUCATION:**

High School: \_\_\_\_\_  
City and State

From: \_\_\_\_\_ Did you graduate?: Y / N

College: \_\_\_\_\_  
City and State

From: \_\_\_\_\_ Did you graduate?: Y / N

Degree: \_\_\_\_\_

Other: \_\_\_\_\_  
City and State

From: \_\_\_\_\_ Did you graduate?: Y / N

Degree / Certification: \_\_\_\_\_

Other relevant professional Certificates and / or Licenses: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PREVIOUS EMPLOYMENT:**

*Resumes may be attached but will not be accepted as a substitute for completing this section and are not used in the initial screening process. Beginning with your present or most recent employment, list all your work experience for at least the last 10 years, including periods of self-employment, volunteer activities and US military service. Attach separate sheets, if necessary.*

Company:	Phone:	
Address:	Supervisor:	
Job title:	From:	To:
Responsibilities:		
Reason for leaving:		
May we contact your previous supervisor for a reference?	Yes	No

Company:	Phone:	
Address:	Supervisor:	
Job title:	From:	To:
Responsibilities:		
Reason for leaving:		
May we contact your previous supervisor for a reference?	Yes	No

Company:	Phone:	
Address:	Supervisor:	
Job title:	From:	To:
Responsibilities:		
Reason for leaving:		
May we contact your previous supervisor for a reference?	Yes	No

**REFERENCES:**

1. Full Name:	Relationship:
Company:	Phone No:
Address:	Email:
2. Full Name:	Relationship:
Company:	Phone No:
Address:	Email:
3. Full Name:	Relationship:
Company:	Phone No:
Address:	Email:

**DISCLAIMER AND SIGNATURE:**

To the best of my knowledge, the information herein is true and complete. I understand that falsification of this application will be grounds for elimination from further consideration or, if employed, for dismissal at any time.

Further, I understand that at time of hire, I will be required to provide documentation showing authorization to work in the United States. I am also aware that, if I am hired by the district, my employment is at will. The employment relationship may be terminated at any time, as either I or the Board of supervisors may deem appropriate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**APPLICANT AUTHORIZATION FOR RELEASE OF INFORMATION:**

I, \_\_\_\_\_, authorize the Foster Creek Conservation District to contact all of my former or present employers for the purpose of verification and reference. This may include information of a confidential or privileged nature, to include but is not limited to reviewing my personnel file, contacting any references, and/or contacting anyone else who might be familiar with my past job performance, I knowingly and voluntarily release the Foster Creek Conservation District, its individual employees and Board members, and all my former or present employers, and their individual employee, from any and all known and unknown claims for damages or other relief arising out of the Foster Creek Conservation District request for and receipt of employment information, unless my current or former employer is prohibited by state or federal law from disclosing the information that the Foster Creek Conservation District requests. A photocopy of this signed Authorization is as valid as the original and shall be provided to anyone from whom information is requested in determining my job qualifications. This release will expire at the end of the recruitment period.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_