

# BOWMAN-SLOPE SOIL CONSERVATION DISTRICT

## Employment Application for District Manager or District Technician



20 Hwy 12 East- PO Box 920 Bowman, ND 58623. (701)-523-8733

**DATA PRIVACY NOTICE:** The information requested on this application is intended to be used by the Bowman-Slope Soil Conservation District in determining suitability for employment for the position that you are currently seeking or may seek in the future. You are not legally required to provide any of the information on this form at this time. However, failure to provide complete, accurate information may result in the Bowman-Slope Soil Conservation District being unable to offer employment to you. The information on this application, which is classified as private data and will not be released outside the County without your consent except as necessary for tax purposes or otherwise required by state or federal law.

**COMPLETE INFORMATION:** You may complete portions of the application by marking it "see resume". You should, however, supply all of the information requested either on this form or in your resume.

Please indicate which position you wish to be considered for: \_\_\_\_\_ **District Manager** \_\_\_\_\_ **District Technician**

APPLICANT INFORMATION										
Last Name			First			M.I.		Date		
Street Address					Apartment/Unit #					
City			State			ZIP				
Phone			E-mail Address							
Date Available			Social Security #			Desired Salary				
Position Applying for										
Are you a citizen of the United States?			YES <input type="checkbox"/>		NO <input type="checkbox"/>		If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever worked for this company?			YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?			
Have you ever been convicted of a felony?			YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, explain			
EDUCATION										
<b>High School</b>			Address							
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree
<b>College</b>			Address							
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree
<b>Other</b>			Address							
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree
REFERENCES										
<i>Please list three professional references.</i>										
<b>Full Name</b>					Relationship					
Company					Phone					
Address										
<b>Full Name</b>					Relationship					
Company					Phone					
Address										
<b>Full Name</b>					Relationship					
Company					Phone					
Address										

**PREVIOUS EMPLOYMENT**

<b>Company</b>		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

<b>Company</b>		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

<b>Company</b>		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

**PRIOR EMPLOYMENT**

Have you ever been discharged or forced to resign from prior employment? YES <input type="checkbox"/> NO <input type="checkbox"/>			
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**VETERANS STATUS**

Are you an honorably discharged veteran of the armed forces of the United States or are otherwise eligible to claim Veteran's Preference Points?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you wish to claim Veteran's Preference Points?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If you are a disabled Veteran and wish to claim additional points, please check here: <input type="checkbox"/>

**DISCLAIMER AND SIGNATURE**

I certify that the information given in this application form and attachments are true and complete to the best of my knowledge. I authorize the Bowman-Slope Soil Conservation District to investigate all statements made in this application, as necessary, to consider this application. I understand that giving false or misleading information in my application or interview(s) will disqualify me from consideration. I understand that if the Bowman-Slope Soil Conservation District hires me, I am subject to discharge if I provide false information or omit information with this application, regardless of when it is discovered.

I understand, acknowledge, and agree that no offer of employment is valid or binding until formal approval by the Bowman-Slope Soil Conservation District Board of Supervisors, and that until such approval, the Bowman-Slope Soil Conservation District shall not be liable for any reliance on any oral or written offers of employment made to me.

In connection with this application, I hereby authorize any and all former employers, organizations where I have volunteered and references named in this application, or any agent thereof, to release to the Bowman-Slope Soil Conservation District and its agents any and all information regarding my job performance and fitness/qualification to perform the position I am presently seeking and any other employment or related information, both public and private, in their possession. I understand that the Bowman-Slope Soil Conservation District will use this information to determine my fitness/qualifications for the position I am seeking. This authorization expires one year from the date of my signature below.

Signature	Date
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