

EMPLOYMENT APPLICATION
ALLEGHENY COUNTY CONSERVATION DISTRICT
 33 Terminal Way, Suite 325B
 Pittsburgh, PA 15219
 phone - (412) 241-7645 / fax – (412) 242-6165

***Required**

PERSONAL INFORMATION	
*Name: Last	*Name: First, Middle
*Address: Street	
*City, State, Zip	
*Home Phone:	Alternate Phone:
*Email Address:	*Today's Date:

ADDITIONAL INFORMATION	
*Position Applying For:	*Desired Salary:
*Can you provide documentation of eligibility to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No	*Date Available to Start:
*Has your Driver's License ever been suspended? <input type="checkbox"/> Yes <input type="checkbox"/> No	Why?
*Have you ever plead "no contest," "guilty," or been found guilty of a misdemeanor or felony offense? <input type="checkbox"/> Yes <input type="checkbox"/> No	
What was the result or disposition of the case?	

EDUCATION

High School:

Address: Street

City, State, Zip

Diploma:

Major:

Years Completed:

Did you graduate?

Yes No

College or University:

Address: Street

City, State, Zip

Diploma:

Major:

Years Completed:

Did you graduate?

Yes No

Other Education (Technical, Business, Graduate, Military, etc.)

Address: Street

City, State, Zip

Diploma:

Major:

Years Completed:

Did you graduate?

Yes No

EMPLOYMENT HISTORY

(List most recent employer first)

Employer:		
Job Title:	From (mm/dd/yyyy)	To (mm/dd/yyyy)
Address: Street		
City, State, Zip:		
Phone:	May we contact this employer?	
Start Salary:	End Salary:	
Employer:		
Job Title:	From (mm/dd/yyyy)	To (mm/dd/yyyy)
Address: Street		
City, State, Zip:		
Phone:	May we contact this employer?	
Start Salary:	End Salary:	
Employer:		
Job Title:	From (mm/dd/yyyy)	To (mm/dd/yyyy)
Address: Street		
City, State, Zip:		
Phone:	May we contact this employer?	
Start Salary:	End Salary:	

PROFESSIONAL REFERENCES

Name: Last	Name: First, Middle
Address: Street	
City, State, Zip	
Phone:	Email Address
Organization	Title
Name: Last	Name: First, Middle
Address: Street	
City, State, Zip	
Phone:	Email Address
Organization	Title
Name: Last	Name: First, Middle
Address: Street	
City, State, Zip	
Phone:	Email Address
Organization	Title

DESCRIBE HOW YOUR QUALIFICATIONS ARE APPROPRIATE FOR THIS POSITION

PLEASE READ CAREFULLY BEFORE SIGNING

I certify that all of the information provided in this document and any accompanying documents is accurate, correct, and complete. I understand that falsification or misrepresentation or omission of any facts in said documents will be cause for denial of employment or termination of employment regardless of timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I further understand that employment obtained with the Allegheny County Conservation District is employment at will, for no specified duration and may be terminated either by the Allegheny County Conservation District or myself at any time, with or without notice. I understand that none of the documents, policies, procedures, actions, statements of the Allegheny County Conservation District representatives used during the employment process is deemed a contract of employment, real or implied. If hired, I understand there shall be a probationary employment period.

In consideration for employment with the Allegheny County Conservation District, if employed, I agree to conform to the rules, regulations, policies, and procedures of the Allegheny County Conservation District. I understand that should a position be offered to me with the Allegheny County Conservation District, I may be required to submit to a pre-employment medical examination, drug screening, and/or other background checks as a condition of employment. I understand that unsatisfactory results obtained from these pre-employment checks will result in my withdrawal of any employment offer or termination of employment if already employed.

I authorize all schools, former employers, references, courts, and any others who have information about me to provide such information to the Allegheny County Conservation District and/or any of its representatives, agents, or vendors. I release all parties involved with providing information from any liability for any and all damage that may result from providing such information.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I UNDERSTAND AND AGREE TO THE ABOVE STATEMENTS.

Signature _____ Date _____

The Allegheny County Conservation District is an equal opportunity employer. We consider applicants for all positions without regard to race, color, religion, gender, age, marital status, veteran eligibility, disability, national origin, or any other legally protected status. No question on this application is asked for the purpose of disclosing any applicant’s legally protected status. Applicants who require an accommodation in the application or hiring process may contact the District Manager for assistance.