

# KEOKUK MUNICIPAL WATER WORKS



20 N. 4TH STREET • P. O. BOX 10

**KEOKUK, IOWA**

319-524-5285

52632

FAX 319-524-2824

APPLICATION FOR EMPLOYMENT  
An Equal Opportunity Employer

## Personal Data

Name (last, first, middle)

Date

Social Security Number

Address

City

State

Zip Code

Home phone ( )

Day-time Message Phone ( )

Position(s) applying for

Date available

Interested in

full time

part time

seasonal

temporary

Driver's License #

State

Do you have a Commercial Driver's License?

Yes

No

Have you ever been employed by the Water Works?

If yes, from

to

last position held

Do you have any relatives working for the Water Works?

If yes, who

relationship

Referred by

I understand that as a condition of employment, applicants will be required to pass a physical examination and drug screen.

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Education Record

High school/GED

Address

City

State

Zip Code

# of years completed

Degrees or diplomas

College/University

Address

City

State

Zip Code

# of years completed

Degrees or diplomas

Vocational or Business School

Address

City

State

Zip Code

# of years completed

Degrees or diplomas

Other

Address

City

State

Zip Code

# of years completed

Degrees or diplomas

**Employment History**(include military and self employment)

Begin with most recent employer.

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1. Employer Phone (    )

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Address City State Zip code

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Dates of employment: From: To: Wage/Salary

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Title/duties

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Why did you leave?

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2. Employer Phone (    )

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Address City State Zip code

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Dates of employment: From: To: Wage/Salary

---

Title/duties

---

Why did you leave?

---

3. Employer Phone (    )

---

Address City State Zip code

---

Dates of employment: From: To: Wage/Salary

---

Title/duties

---

Why did you leave?

---

4. Employer Phone (    )

---

Address City State Zip code

---

Dates of employment: From: To: Wage/Salary

---

Title/duties

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Why did you leave?

**Please read the following carefully before signing this application:**

The Keokuk Water Works is an Equal Opportunity Employer. The hiring policy of the Water Works prohibits discrimination based upon race, creed, color, religion, sex, age, natural origin, mental or physical handicap.

I understand the Keokuk Water Works is an employment-at-will employer. Employment is for no fixed term and an employee may terminate, or be terminated at any time, for any reason that is not against the law. These terms of employment may not be changed orally.

I understand the Keokuk Water Works operates 24 hours a day, seven days a week. As work changes occur within departments, employees may be required to change shifts, and/or days worked, or work overtime. Each employee is required to comply with staffing needs.

I certify that the information in this application is true and complete to the best of my knowledge. I authorize investigation of all matters contained in this application and agree that any misleading, false statements, or omissions are cause for rejection of this application and would be sufficient cause for dismissal after employment. I authorize investigation of my past employment, agree to cooperate in such investigation and release from all liability or responsibility all persons, companies or corporations supplying such information. I agree that if employed, I will abide by all policies, procedures, rules and regulations established by the Keokuk Water Works.

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