



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

To Whom It May Concern:

Stallion Springs Community Services District ("District") has a policy that any offer of employment shall be contingent upon the applicant successfully passing a physician's exam indicating whether the applicant can perform the essential functions of the position, with or without reasonable accommodation.

In addition, for those positions which are designated by the District as "safety sensitive," applicants must successfully a urine and blood test for illegal drugs (whether the drugs are made illegal under California or federal law). Note that the presence of marijuana will be disqualifying. While marijuana may have been legalized in California, it remains an illegal controlled substance under federal law. As a result, the District still tests for and excludes applicants who test positive for that substance. A list of the District's safety sensitive positions is provided at the conclusion of this memo. If the position for which you are applying appears on that list, you will be required to undergo pre-employment drug testing.

Finally, after receiving a conditional offer, all applicants are required to complete and submit a Criminal History Questionnaire. The District will consider all information provided regarding any criminal convictions and advise you if any past history disqualifies you from employment with the District.

Persons who do not receive these required clearances will not be eligible for employment with the District.

If I receive a conditional offer, I agree to submit to the physical examination and provide all requested background information at the appropriate time in the recruitment process. If the position for which I am applying appears in the list of designated safety sensitive positions, I understand I will be required to submit to pre-employment drug testing.

Name/Signature

Date

List of Safety Sensitive Positions: An employee occupying, or applying for, any position in which the employee's performance of his or her duties may affect the public safety or the security or safety of District employees. The following positions are designated by the District as "safety sensitive," based on the nature of the duties performed. Applicants for those positions are required, as a condition of any offer of employment received, to submit to pre-employment drug testing.

See attached list of Safety Sensitive Positions



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

Application for Employment

Personal Information

Name: _____ Date: _____
Last First M.I.

Present Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Are you 18 Years or older? Yes NO

Phone: _____ Email _____

Position: _____ Date Available: _____ Desired Salary: \$ _____

Are You Employed Now?: _____ If so, may we inquire of your present employer? _____

Have you ever applied to the District before? YES NO Where? _____ When? _____

Referred by: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Trade or Business School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

General

Subjects of Special Study or Research work: _____

Special Skills: _____
Activities (Civic, Athletic, etc.) _____

Former Employers

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

References

Name _____ Address: _____ Years Acquainted: _____

Name _____ Address: _____ Years Acquainted: _____

Name _____ Address: _____ Years Acquainted: _____

Disclaimer and Signature

I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered on this application or at any point in the hiring or recruitment process, my application may be rejected and, if I am employed, my employment may be terminated at any time. In consideration of my employment, I agree to conform to the District's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the District's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the District. I understand that no District representative, other than its General Manager, and then only when in writing and signed by the General Manager and the President of the Board of Directors, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.

Signature: _____ Date: _____