

PUBLIC UTILITIES COMMISSION OF GUAM

EMPLOYMENT APPLICATION

APPLICATION FOR EMPLOYMENT (PRE- EMPLOYMENT QUESTIONNAIRE) AN EQUAL OPPORTUNITY EMPLOYER

PERSONAL INFORMATION

Name _____ Social Security _____
Last First M.

Present Address _____
Street City State Zip

Permanent Address _____
Street City State Zip

Phone Number _____ Alternate Number _____ Are you 18 years or older? _____

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS? YES ___ NO ___

EMPLOYMENT DESIRED

Position _____ Date you can start? _____ Salary Desired _____

Are you employed now? _____

If so, may we inquire of your present employer _____

Have you ever applied at this company? Yes/No Where? _____ When _____

EDUCATION	NAME/LOCATION OF SCHOOL	DATES ATTENDED	DATE GRADUATED	SUBJECTS STUDIED
Grammar School				
High School				
College				
Trade, Business or Correspondence School				

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FORMER EMPLOYERS (List below last three employers starting with last one first.)

Date, Month & Year	Name & Address of Employer	Salary	Position	Reason for Leaving
From To				
From To				
From To				

1) Why do you wish to be employed with the Public Utilities Commission of Guam?

2) Do you have an interest in utility matters; if so please explain.

REFERENCES: Give the name of three persons not related to you, whom you have known at least one year.

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED

IN CASE OF AN EMERGENCY NOTIFY:

NAME	ADDRESS	PHONE
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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, 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 COMPANY'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 COMPANY'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 COMPANY, I UNDERSTAND THAT NO COMPANY REPRESENTATIVE, OTHER THAN ITS CHAIRMAN AND BOARD MEMBERS, HAVE ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT AND FOR ANY SPECIFIC PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGOING.

Signature _____ Date _____

DO NOT WRITE BELOW THIS LINE

Interviewed by: _____ Date _____

Remarks:

Neatness		Ability	
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HIRE: YES NO Position Administrative Assistant

SALARY /WAGE _____ DATE REPORTING TO WORK _____