



CLACKAMAS SOIL AND WATER
CONSERVATION DISTRICT
www.conservationdistrict.org

Good dirt. Clean water.

CLACKAMAS SOIL AND WATER CONSERVATION DISTRICT (CSWCD)

APPLICATION FOR EMPLOYMENT

The Clackamas Soil and Water Conservation District is an organization founded on and driven by collaboration. Our relationships with valued and diverse communities and partners provide us with opportunities to practice equity and inclusion by listening to understand.

We believe that a resilient ecosystem is only possible when people of all identities are included. It is critically important to our organization that the principles of inclusion and equity, which have not often been central to conservation work, be integrated into conservation at all levels.

We are committed to using our power and privilege as a historically white-led organization to do our part in creating a just, equitable, and inclusive conservation community.

We protect, conserve, and restore shared natural resources which belong to all people. We believe that strong environmental and cultural diversity is integral to the health of all those who live, work, or play in Clackamas County.

To apply for a position:

- You must submit a cover letter and resume.
- Resume must include the following:
 - a list of all significant employment and the primary duties. Employment dates must be specified in month and year format and must state full and/or part-time or total number of hours worked (i.e., work 40+ hours a week, rather than indicating full-time). If part-time, the hours must be annotated to be able to pro-rate the amount of qualified specialized experience.
 - List of employment history must have contact information of previous immediate supervisor. If you do not want us to contact them, you must state that for the respective employer.
 - Education: Must have school name, type of degree received, and subjects studied or degree major. If you attended a trade school, identify the type of certificate, or license received.
 - You must complete the minimum qualifications assessment (Attachment A)

22055 S. Beaver Creek Rd. Ste. 1 Beaver Creek, OR 97004
Ph: 503.210.6000; conservationdistrict.org

PERSONAL INFORMATION

Incomplete information could disqualify you from further consideration.

<i>Your last name</i>	<i>Your first name</i>	<i>Your middle name</i>	<i>Phone number</i>
<i>Street address</i>	<i>City</i>	<i>State</i>	<i>Zip code</i>
<i>Email address</i>			

<i>Position for which you are applying</i>	Yes No <i>Do you have any issues preventing you from working in an office setting?</i>	<i>Date available to begin work</i>
<i>Today's date</i>		

<input type="checkbox"/> YES <input type="checkbox"/> No <i>Are you legally eligible for employment in the United States?</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <i>Are you 18 years of age or older?</i>
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Are you a "Veteran" as defined under Oregon law (ORS 408.225(f))? If you answer "yes" to this question, your service record should be reflected in the Work Experience section of your application. Yes No

Are you a "Disabled Veteran" as defined under Oregon law (ORS 408.225I)? If you answer "yes" to this question, your service record should be reflected in the Work Experience section of your application. Yes No

PROFESSIONAL REFERENCES (managers, team leaders, or coworkers)

Please provide the names and contact information for three people you have known for at least three years .

<i>Name</i>	<i>Address, Phone, Email, and relationship to the reference</i>

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Please read carefully before signing.

I understand that submitting this application does not establish any obligation for CSWCD to hire me. If I am hired, I understand that CSWCD or I can terminate my employment at any time and for any reason, with or without cause, and without prior notice.

By my signature below, I attest that I have provided CSWCD with true and complete information on this application. No requested information has been concealed. Failure to provide accurate information can be cause for denial of application. CSWCD has my permission to contact each prior employer listed on my resume unless otherwise indicated. I authorize CSWCD to contact the references I provided in this application.

If CSWCD finds any information I have provided herein is untrue, or if I have concealed material information, I understand my application for employment may be denied, or if I have been hired, may be cause for immediate dismissal.

THIS APPLICATION IS ONLY VALID FOR 60 DAYS FROM THE DATE SIGNED AND DATED BY THE APPLICANT.

<i>My signature</i>	
<i>My name (printed)</i>	
<i>Today's date</i>	

OPTIONAL QUESTIONS

<i>How did you hear about this position?</i>	
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The Clackamas Soil and Water Conservation District prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or any program or activity conducted or funded by the District. The District is an Equal Opportunity Employer.