



— WARREN COUNTY —
PUBLIC WORKS

Name of Position: CDL Driver Class B/Laborer
Division: Road Department
Supervisor: Road Supervisor
Date: April, 2021
Employee Classification: Non-Exempt (Full-Time Appointment)

Purpose of Position: We are seeking a dependable and organized Class B truck driver who possesses a great deal of physical and mental stamina and can consistently ensure safe and accurate driving. Must be detail-oriented, efficient, and have a clean driving record. Position will require applicant to help as a laborer.

Requirements/Qualifications:

- Valid CDL Class B License or greater, Class A preferred
- Minimum two years proven experience with CDL driving preferred
- Ability to follow instructions
- Commitment to safety rules
- Ability to meet the physical demands of the job (standing for long periods of time, lifting heavy loads of up to 50 pounds etc.)

Position Wage: This is a full-time position with benefits. The wage will be \$15.85/hour and 40hr per week. 60 day probationary period. Possible drug testing.

Essential Duties and Responsibilities: The following duties are normal for this position. These duties are not exclusive or all-inclusive. Other duties may be required and assigned.

- Transport materials and equipment within Warren County
- Demonstrate safe and efficient use of small power and hand tools
- Snow Removal
- Tree Trimming
- Brush Cleaning
- Assist as a laborer and traffic control
- Operation of farm tractor and finish mower
- General road repair and maintenance
- Other duties as assigned



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

DATE _____

NAME: _____ SOCIAL SECURITY NUMBER: _____

ADDRESS: _____
Street City State Zip

PHONE NUMBER: _____ Are you 18 years or older? YES NO

ARE YOU A U.S. CITIZEN OR AN ALIEN AUTHORIZED TO WORK IN THE U.S.? YES NO

DESIRED EMPLOYMENT

FULL TIME: Yes No PART TIME: Yes No SEASONAL: Yes No INTERNSHIP: Yes No

POSITION APPLIED FOR: _____

DATE AVAILABLE FOR WORK: _____ SALARY DESIRED _____

ARE YOU EMPLOYED NOW? YES NO MAY WE CONTACT YOUR PRESENT EMPLOYER? YES NO

HAVE YOU EVER APPLIED WITH US BEFORE? YES NO WHEN? _____

REFERRED BY: _____

EDUCATION

	NAME AND LOCATION OF SCHOOL	# YRS ATTENDED	GRADUATE?	DEGREE
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONENCE				

SPECIAL SKILL:

ACTIVITIES: (Exclude organizations, the name of which indicates race, creed, sex, age martial status, color, or nation of orgin, or disability of its members.)

FORMER EMPLOYERS:

U.S. MILITARY OR NAVAL SERVICE, RANK: _____

LIST THE THREE MOST CURRENT EMPLOYERS:

MONTH & YEAR	NAME & ADDRESS	SALARY	POSITION	REASON FOR LEAVING?

DO WE HAVE YOUR PERMISSION TO CONTACT PREVIOUS EMPLOYERS? YES NO

REFERENCES:

LIST THREE:

	NAME	ADDRESS	PHONE
1			
2			
3			

WE ARE AN EQUAL OPPORTUNITY EMPLOYER. WE DO NOT DISCRIMATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN, OR DISABILITY.

I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE TYPE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE.

SIGNATURE: _____ DATE: _____