



## Lake St. Charles Community Development District Employment Application

### Profile:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Initial \_\_\_\_\_

Street Address 1: \_\_\_\_\_

Street Address 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ OK to leave msg? Yes  No

Work Phone: \_\_\_\_\_ Ext. \_\_\_\_\_ OK to leave msg? Yes  No

Cell Phone: \_\_\_\_\_ OK to leave msg? Yes  No

### Employment Preference Information:

District Admin/ Clubhouse \_\_\_\_\_

Property Maintenance \_\_\_\_\_

District Facility Monitor \_\_\_\_\_

\*Pool Monitor

\*The Pool Monitor position is temporary, seasonal part-time position. You must be over twenty-one years of age to apply for this position.

### Employment History:

1. Name of Employer: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

May we contact this Employer? Yes  No

Dates of employment: From (mm/dd/yyyy) \_\_\_\_\_

To (mm/dd/yyyy or "present") \_\_\_\_\_

Avg # hrs worked/week: \_\_\_\_\_

No. of Employees Supervised: \_\_\_\_\_

Job Title: \_\_\_\_\_

Machines or Equipment you used in your work: \_\_\_\_\_

Still Employed? Yes  No

Reason for Leaving: \_\_\_\_\_

Description of primary duties: \_\_\_\_\_

2. Name of Employer: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

May we contact this Employer? Yes  No

Dates of employment: From (mm/dd/yyyy) \_\_\_\_\_

To (mm/dd/yyyy or "present") \_\_\_\_\_

Avg. # hrs worked/week: \_\_\_\_\_

No. of Employees Supervised: \_\_\_\_\_

Job Title: \_\_\_\_\_

Machines or Equipment you used in your work: \_\_\_\_\_

Still Employed? Yes  No

Reason for Leaving: \_\_\_\_\_

Description of primary duties: \_\_\_\_\_

3. Name of Employer: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

May we contact this Employer? Yes  No

Dates of employment: From (mm/dd/yyyy) \_\_\_\_\_

To (mm/dd/yyyy or "present") \_\_\_\_\_

Avg # hrs worked/week: \_\_\_\_\_

No. of Employees Supervised: \_\_\_\_\_

Job Title: \_\_\_\_\_

Machines or Equipment you used in your work: \_\_\_\_\_

Still Employed? Yes  No

Reason for Leaving: \_\_\_\_\_

Description of primary duties: \_\_\_\_\_

### **Attach Resume for Additional Work Experience**

#### **Education:**

Have you graduated from High School?

If NO, do you have a GED certificate?

Highest Grade Completed: 6 7 8 9 10 11 12

Name, City & State of College University, Vocational School or Institute	Major/Minor Course of Study	Dates of Attendance	Degree
Name: _____ Location: _____	Major: _____ Minor: _____	From: _____ To: _____	_____
Name: _____ Location: _____	Major: _____ Minor: _____	From: _____ To: _____	_____

Name: \_\_\_\_\_ Major: \_\_\_\_\_ From: \_\_\_\_\_  
Location: \_\_\_\_\_ Minor: \_\_\_\_\_ To: \_\_\_\_\_

**Attach Resume for Additional Education Experience**

**Criminal Background Check:**

I hereby authorize Lake St. Charles Community Development District to conduct a Florida and national background check for the purpose of accessing and reviewing history records that pertain to me.

I \_\_\_\_ have OR have not \_\_\_\_ been convicted of a crime.

Describe the disposition and particulars of any incidents in the space below:

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**Applicant Release of Employment Information**

**IMPORTANT!! I acknowledge by my signature that I have read and understand the following:**

- Only information contained in this application and related information, including the results of a background check, submitted with this application will be used to evaluate my qualifications.
- Qualification and employment considerations Lake St. Charles Community Development District are based upon the truthfulness and completeness of the statements in this application. Falsification or omission of information is grounds for disqualification or dismissal. Presenting any false document(s) to gain employment may be cause for ineligibility for hire or immediate dismissal and the possible filing of criminal charges.
- I authorize Lake St. Charles Community Development District to investigate the truthfulness of all statements made on this application and to contact my former employers and other listed references or other persons who can verify information.
- I give my consent for all contacted persons, including former employers, to provide information concerning this application and I release each person from liability for providing such information. I waive all causes of action that might arise from the foregoing.
- If hired by Lake St. Charles Community Development District, I must present documentation to substantiate my eligibility for employment and complete an Immigration and Naturalization Service (INS) Form 9 attesting to employability.
- A background check is a requirement of employment and continued employment.
- All job applicants at this Lake St. Charles CDD will undergo screening for the presence of illegal drugs as a condition for employment.
- Any applicant with a positive test result will be denied employment at that time but may initiate another inquiry with the Lake St. Charles CDD after six months.

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I am aware that Lake St. Charles Community Development District permanent employees are placed on a 90 day initial probationary period, during which time either the employing agency or I can terminate my employment, with or without cause, and with or without notice, at any time.

- By checking this signature box, I certify agreement with the terms given above for Applicant Release of Employment Information.**

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**Signature**

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**Date**

**Send completed applications to:**

**Lake St. Charles CDD  
6801 Colonial Lake Drive  
Riverview, Florida 33578**