

**OPERATIONS & MAINTENANCE – TRAINEE
(Operations)**

Name _____

This Supplemental Application gives you the opportunity to provide the District with specific, detailed information about your experience and skills. Meeting the minimum qualifications for this position does not guarantee that you will be selected for further consideration. Only those individuals found to be most qualified will be invited to participate in the oral interview. Therefore, it is to your advantage to complete this portion of the application thoroughly and accurately.

INSTRUCTIONS:

Completion of the Supplemental Application is required by the final filing date. **Applicants who do not submit a completed Supplemental Application may be eliminated from the selection process.**

Submit your answers to the questions on the following page on 8½" x 11" white paper. Type or write legibly. Limit your responses to no more than one page per question. Attach your answers to this completed cover sheet.

For each question, identify the employer(s) with whom you obtained your experience, and supply the name and telephone number of a supervisor or manager who can verify your experience.

A resume may be submitted with your application materials, but will not be accepted in place of the Employment Application and this Supplemental Application.

Omitted information cannot be considered or assumed.

I hereby certify that the information provided in this Supplemental Application is true and correct to the best of my knowledge. I understand that any misrepresentation or falsification of information may result in my failure to receive an offer of employment, or if I am hired, may result in discharge from employment. I agree that any of the statements I have made herein may be verified by Westlands Water District.

Signature

Date Signed

1. Describe your education, experience or exposure to work in the following areas:
 - a. Operation and maintenance of vertical and horizontal water meters, manual and automated pumping plants, or similar mechanical equipment.
 - b. Reading and recording water delivery information from meters or a similar measuring device.
 - c. Draining and refilling pipelines.
 - d. Use of a notebook computer and printer. Be specific as to the types of software you have used.
 - e. Performing construction and maintenance work. In your answer, be specific as to the type of work (i.e., home building, road work, farming, etc.)
 - f. Using portable air compressors, pumps, and pneumatic, power and hand tools. In your answer, please be specific regarding each piece of equipment and the level of experience or exposure to each.

2. An important element of the Operations & Maintenance–Trainee job is the attention to safe work performance. Please describe your education, experience or exposure to:
 - a. Possible hazards related to pipeline and other underground utilities.
 - b. The use of confined space safety procedures. In your answer, please be specific regarding your exposure in each area.