

**NORTH CHARLESTON SEWER DISTRICT
APPLICANT DATA RECORD**

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve/national guard or any other similarly protected status. We also support and comply with all applicable laws governing employment practices and do not discriminate on the basis of any unlawful criteria.

To be completed by applicant on a voluntary basis. Not for interview purposes. To be filed separately from application.

In an effort to comply with government record keeping and reporting, we invite you to complete this Applicant Data Record. Providing this information is entirely voluntary and will not affect your application for employment in any way. The Applicant Data Record is not part of your official application for employment. The information will be kept confidential in accordance with applicable laws and regulations.

Please Print

Date _____

Position(s) Applied
For _____

Referral Source: Advertisement Friend Relative
 Employment Agency Walk-in
 Other _____

Check one: Male Female

Please check one of the following Equal Employment Opportunity Identification Groups:

Check one:

- | | |
|---|---|
| <input type="checkbox"/> White (not of Hispanic origin) | <input type="checkbox"/> Black or African American (not of Hispanic origin) |
| <input type="checkbox"/> Hispanic or Latino | <input type="checkbox"/> American Indian/Alaskan Native |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Hawaiian or other Pacific Islander |
| <input type="checkbox"/> Two or more races | |

The North Charleston Sewer District is actively supporting the Family Independence Act of 1995 by recruiting welfare and food stamp recipients. Are you currently receiving Food Stamps and/or AFDC benefits?

Yes No

SIGN THIS COPY AND RETURN WITH APPLICATION

**CONSENT AND DISCLOSURE REGARDING PROCUREMENT OF
CONSUMER CREDIT REPORT, CONSUMER REPORT AND/OR
INVESTIGATIVE CONSUMER REPORT FOR EMPLOYMENT PURPOSES**

I understand that the North Charleston Sewer District may obtain a consumer credit report and/or a consumer report and/or an investigative consumer report about me, and that the information contained in those reports may be used in whole or in part for the purpose of evaluating me for employment, promotion, reassignment, or retention as an employee. The report(s) may include the following types of information:

*Credit information (including information regarding credit worthiness, credit standing, or credit capacity;

*Job verification and history;

*Driving record;

*Information regarding my character, general reputation, personal characteristics, and/or mode of living;

*Personal interviews with other individuals;

*Civil records;

*Conviction records;

*Writs and warrants;

*Past employment records;

*Verification of references;

*Education verification and history;

*Social security traces.

Information from the report will not be used in violation of any federal or state equal opportunity law or regulation.

Before taking any adverse employment action based on the consumer report, including denying employment, the North Charleston Sewer District will provide to you a copy of the report and a written summary of consumer rights under the Fair Credit Reporting Act.

Signing this form constitutes written authorization to seek a consumer credit report from a consumer reporting agency.

I have reviewed this document carefully, acknowledge that I understand its contents, and authorize the North Charleston Sewer District to obtain the report(s) and information identified in this document. A copy of this document is the same as the original.

Applicant/Employee Name: _____

(Please print)

Date: _____

Signature: _____

SIGN THIS COPY AND RETURN WITH APPLICATION

THIS IS YOUR COPY

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