



**MCDOWELL  
SONORAN  
CONSERVANCY**

Thank you for your interest in employment at the McDowell Sonoran Conservancy.

To apply for any position, you must submit:

- Current Resume**
- Application**
- Reference Form (Required when an interview is confirmed)**
- Cover Letter (optional)**

Mail or email your completed application packet before the closing date to:

**MCDOWELL SONORAN CONSERVANCY**

Attn: Personnel Office

15300 N. 90th St., Suite 400, Scottsdale, AZ 85260

Ph: 480-998-7971

**[info@mcdowellsonoran.org](mailto:info@mcdowellsonoran.org)**

*McDowell Sonoran Conservancy is an EEOC, Employment-At-Will employer along with a Drug-Free and Commercial Smoke-Free work environment. All employment is based upon appropriate clearances.*



## Application

15300 N. 90th St., Suite 400 | Scottsdale, Arizona 85260 | 480.998.7971 | info@mcdowellsonoran.org | www.mcdowellsonoran.org

Title of position(s) applied for \_\_\_\_\_

Name \_\_\_\_\_

last first middle (other names used in previous jobs)

Address \_\_\_\_\_

number street/PO Box city state zip code

Contact Info \_\_\_\_\_

Cell Other contact phone number(s) Email

### EMPLOYMENT HISTORY (start with your present or last job - fill out the shaded areas for your last three positions)

Employer Name		Date(s) Employed			
Reason for Leaving		Start Date	End Date		

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Reason for Leaving		Start Date	End Date		

### EDUCATIONAL RECORD (fill out the shaded areas)

SCHOOL	NAME /ADDRESS OF SCHOOL	COURSE OF STUDY	YEARS ATTENDED		YEAR DIPLOMA RECEIVED AND DEGREE AREA
			Start	End	
HIGH SCHOOL					
UNDERGRAD COLLEGE					
UNDERGRAD COLLEGE					
GRADUATE/PROFESSIONAL					
OTHER (SPECIFY)					

**SPECIAL SKILLS/QUALIFICATIONS** (list all honors/ professional membership/certification/license etc.) \_\_\_\_\_

Are you a Veteran of the United States military service? Yes No

If yes -- what branch \_\_\_\_\_

\_\_\_\_\_ date of entry / date of discharge \_\_\_\_\_

Are you related to anyone in our agency? Yes No If yes, please list name and relationship:

\_\_\_\_\_

**Language information.**

Please fill this section out and tell us how well you speak, read and write in languages other than English

What languages(s) other than English do you have? (write the language below then select your response to the right)	Speak			Read/Write			Understand		
	Yes	No	Partially	Yes	No	Partially	Yes	No	Partially

Do you have or can you successfully apply/receive a fingerprint clearance card?  Yes  No

Have you been convicted of a crime?  Yes  No

Note: a conviction may not necessarily disqualify an applicant from employment. If "YES" please fully explain the circumstances and provide date:

**ADDITIONAL INFORMATION** *State information you feel may be helpful to us in considering your application, i.e. professional certifications*



I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the McDowell Sonoran Conservancy.

**Signature of Applicant:**

**Date:**



WE ARE AN EQUAL OPPORTUNITY EMPLOYER