

**CHESAPEAKE BAY BRIDGE AND TUNNEL DISTRICT
EMPLOYMENT APPLICATION**

Date _____

All information on this application should be printed or typed. **Complete or answer all questions. Incomplete applications may not be considered.** Return completed application to: Chesapeake Bay Bridge and Tunnel District, Personnel Office, 32386 Lankford Highway, Cape Charles, VA 23310.

Employment is contingent upon completing a six (6) month probationary period.

All applicants are subject to a complete background investigation. Applicants for positions requiring Commercial Driver's License (C.D.L.) are subject to pre-employment alcohol and drug testing.

Police Officer's employment is contingent upon satisfactory completion of the Basic Police Officers' Training, as prescribed by the Department of Criminal Justice Services, Sections 9-181 of the DCJS Reference Manual for Criminal Justice Officers.

CERTIFICATE OF APPLICANT: I, the undersigned applicant, do certify that all statements made in this application are true to the best of my knowledge and belief. I understand that any misstatement of material facts herein will cause forfeiture on my part of all rights to any employment in the service of the Chesapeake Bay Bridge and Tunnel District.

I certify that (1) I am eligible to work in the United States under the provisions of Immigration Reform and Control Acts of 1986, and (2) that I will furnish all documentation as may be required for certification.

I certify that I understand the position requirements for _____
(position)

as detailed in _____ and certify I can perform all essential elements of the position and
(announcement #)

I agree to submit to alcohol and drug testing.

Applicant's Name (Print)

Applicant's Signature

Employees of the Chesapeake Bay Bridge and Tunnel District and applicants for employment shall be afforded equal opportunity in all aspects of employment without regard to race, color, religion, political affiliation, national origin, handicap, sex or age.

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If additional space is required to answer any questions, attach a separate sheet and identify the questions by number.

1. FULL NAME _____ **3. Social Security #** _____
Last First Middle

2. ADDRESS _____ **4. Home Phone ()** _____
P.O. Box/Street

_____ **5. Date Available for Work** _____
City State Zip

6. Have you previously been employed by the District? ___ Yes ___ No. If yes, give date(s) and position(s) held _____.

7. EDUCATION

A. Circle highest grade completed 1 2 3 4 5 6 7 8 9 10 11 12 Year Completed
Name and address of school _____

B. If you did not complete high school, do you have a high school equivalency diploma?
_____ Yes _____ No If yes, furnish: Date Received _____ Number _____
Type (Circle One) State Board of Education or US Armed Forces Institute? _____

C. Circle Number of years of post high school education 1 2 3 4 5 6 7

Name and Location of Institution	Hrs	Degree Received	Major or Specialty	Minor	Dates Attended
1.					
2.					

8. Use this space for additional information you think would help us evaluate your application:
including training, seminars, workshops, special achievements or specialized skills; and any
professional or trade licenses or certificates you possess.

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9. EMPLOYMENT HISTORY

List below the names of your last three employers, beginning with the present or most recent.

A. Employer's Name _____ Phone No. _____

Address _____ Salary _____

Type of Work Performed _____ Date Employed: From _____ To _____

Reason for Leaving: _____

May we contact your present employer? ___ Yes ___ No

B. Employer's Name _____ Phone No. _____

Address _____ Salary _____

Type of Work Performed _____ Date Employed: From _____ To _____

Reason for Leaving: _____

C. Employer's Name _____ Phone No. _____

Address _____ Salary _____

Type of Work Performed _____ Date Employed: From _____ To _____

Reason for Leaving: _____

10. REFERENCES

List names, addresses, and telephone numbers of three persons not related to you who know your qualifications.

Name	Address	Telephone Number

11. Do you have a Virginia Driver's or Commercial Vehicle Driver's License? ___ Yes ___ No If yes furnish the following: Number _____ Expiration Date _____ Class _____

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12. Have you ever been convicted of a law violation(s), including moving traffic violations, but excluding offenses committed before your eighteenth birthday which were finally adjudicated in a Juvenile Court or under a youth offender law? Yes No. If yes, please furnish the following:

Charge	Date	Jurisdiction	Disposition

**13. COMPLETE THE FOLLOWING ONLY IF APPLYING FOR POLICE OFFICER,
EMERGENCY CREWMAN OR TOLL COLLECTOR POSITIONS:**

Have you ever served in the Armed Forces? Yes No. If yes, Branch _____

Rank Attained _____ Type of Discharge _____

Inclusive Dates of Service From _____ to _____

Attach a copy of DD214 with this application.

Have you ever been refused bond? Yes No. Have you ever been bonded? Yes No. If yes, with what company?

If you are selected for an interview, a current photograph and your birth certificate will be required at the time of the interview.

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14. Describe below in detail your experience, education, and training which qualifies you for this position. (Use additional blank pages if necessary.) A resume which provides the requirements may be substituted and attached.

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EMPLOYMENT APPLICATION STATISTICAL DATA

Pursuant to federal regulations, the Chesapeake Bay Bridge and Tunnel District collects responses to the questions below for record keeping purposes. This information will **NOT** be kept with your application for employment. Federal law prohibits unlawful discrimination on the basis of race, color, sex, age, national origin, religion or disability.

Check the block for the racial or ethnic group with which you identify:

- White (includes Arabian)
- Black (includes Jamaican, Bahamians, and other Carribeans of African but not Hispanic or Arabian descent)
- Hispanic (includes persons of Mexican, Puerto Rican, Central or South American, or other Spanish origin or culture)
- Asian & Asian American (includes Pakistanis, Indians, & Pacific Islanders)
- American Indians (includes Alaskans)

Check the appropriate block:

- Female
- Male

Date of Birth _____

FOR OFFICE USE ONLY

EEO Category: _____

Position Applied For: _____

Position # _____