



APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

If you need assistance in completing the employment application, please inquire at the Ventura Port District Office. Furthermore, the District conducts pre-employment qualification testing and personal interviews in the application process. If you believe you will require a reasonable accommodation (e.g. interpreter, TDD, scheduling adjustments) in the application process, please inform the Ventura Port District Office in writing when you submit your application.

The Ventura Port District prohibits discrimination against applicants on the basis of race, color, national origin, ancestry, religion, sex (including pregnancy), gender, gender identity, gender expression, national origin, age (40 or older), sexual orientation, disability, medical condition, military or veteran status, genetic information or any other legally protected characteristic. Please direct any complaints about the application process to the Clerk of the Board.

APPLICANT DATA	
Full Name:	
Address:	
Phone:	Cell:
E-mail:	
Position Applying For: Marketing & Event Coordinator I	
Date Available to Start:	
Salary Requirements:	
How were you referred to us?	
If you are under 18 years of age, can you provide a work permit? If no, please explain:	
Have you ever worked for the Ventura Port District? If yes, when?	
Are you legally allowed to work in the U.S.?	
Are you or your spouse related to any other employee of the Ventura Port District? If yes, who?	
Type of employment desired:	
Full-Time Part-Time Temporary Seasonal	

EDUCATION & TRAINING

Schools Attended & Location	Major Field	Hours Completed/Degree Received

SPECIAL SKILLS OR QUALIFICATIONS

Please indicate (X) your experience/skills/abilities in the following areas:

Typing Speed:	Skills:	Clerical Experience:
below 40 wpm	Word	Receptionist/Secretarial
40-49 wpm	Excel	Data Entry
50-59 wpm	PowerPoint	Bookkeeping
60-69 wpm	Publisher	Web Design/Website Management
above 70 wpm	Project	Filing
	Other Software:	Purchasing
	Social Media:	Records Management
	Internet:	Accounting
	Other:	Other:

EMPLOYMENT EXPERIENCE

(Begin with the most recent position)

Dates of Employment:	Job Title:
Employer:	
Address:	
Phone:	
Supervisor:	
Responsibilities:	
Reason for Leaving?	
May we contact this employer for reference?	

Dates of Employment:	Job Title:
Employer:	
Address:	
Phone:	
Supervisor:	
Responsibilities:	
Reason for Leaving?	
May we contact this employer for reference?	

Dates of Employment:	Job Title:
Employer:	
Address:	
Phone:	
Supervisor:	
Responsibilities:	
Reason for Leaving?	
May we contact this employer for reference?	

Dates of Employment:	Job Title:
Employer:	
Address:	
Phone:	
Supervisor:	
Responsibilities:	
Reason for Leaving?	
May we contact this employer for reference?	

