



Valley Telephone Cooperative, Inc.  
Copper Valley Telephone, Inc.  
Valley Telecommunications Company  
Valley Connections, LLC

752 E. Maley St., PO Box 970, Willcox, AZ 85643  
Phone: 520-384-2231 Fax: 520-826-1848

## HOW TO APPLY FOR A POSITION WITH US

- To apply for a position open for outside recruitment you must first request and complete our employment application.
- Employment applications may only be submitted for positions that are currently open for outside recruitment.
- Please be sure that your application is filled out completely, even if you have attached a resume. You may attach extra sheets to the application to completely answer any question. All the information you supply, whether on the application or on an attached sheet or resume, must be accurate.
- Be sure to apply before the position closes. The closing date will be noted in the job advertisement and on the employment application.
- Type or print all information in black or blue ink.
- Be sure that application you are completing has the correct position listed on it.
- Sign and date the page of your application that contains the Applicant's Statement of Understanding. If you are completing the application on your computer please type in your initials and date. A physical signature will be requested if you are selected to interview for the position.
- The applicant data information sheet is voluntary information and is used only to assist in our affirmative action efforts. The information from the applicant data sheet will be detached from your employment application and will not be a factor in the acceptance or consideration of your application.
- A separate application must be completed each time you apply for a position.

New positions open for outside recruitment will be advertised with various job service offices, local libraries, local newspapers and are posted on our website: [www.vtc.net](http://www.vtc.net). You may also contact our headquarters: 520-384-2231 or 1-800-421-5711 or stop by 752 E. Maley, Willcox, AZ 85644.

Thank you for your interest in working with the Valley TeleCom Group.

Smoke-Free Arizona Act ARS§36-601.01 prohibits smoking in most public places and places of employment.