

# Application for Employment



Please Print

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Position(s) applied for \_\_\_\_\_ Date of application \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Name \_\_\_\_\_ Social Security # \_\_\_\_-\_\_\_\_-\_\_\_\_  
Last First Middle  
 Address \_\_\_\_\_  
Street City State Zip Code  
 Telephone # (\_\_\_\_) \_\_\_\_\_ Mobile/Beeper/Other # (\_\_\_\_) \_\_\_\_\_ E-mail Address \_\_\_\_\_  
 Referral Source (How did you hear about us?) \_\_\_\_\_

If you are under 18, and it is required, can you furnish a work permit? .....  Yes  No  
 If **no**, please explain \_\_\_\_\_  
 Have you ever been employed here before? If **yes**, give dates and positions \_\_\_\_\_  Yes  No  
 Are you legally eligible for employment in this country? .....  Yes  No  
 Date available for work ..... \_\_\_\_/\_\_\_\_/\_\_\_\_ What is your desired salary range? ..... \$ \_\_\_\_\_  
 Type of employment desired  Full-Time  Part-Time  Temporary  Seasonal  Educational Co-Op  
 Driver's license number if driving may be required in position for which you are applying \_\_\_\_\_ State \_\_\_\_\_  
 Answering "yes" to the following questions does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.  
 Have you ever pled "guilty" or "no contest" to, or been convicted of a crime? .....  Yes  No  
 If **yes**, please provide date(s) and details \_\_\_\_\_

## Employment History

Starting with your most recent employer, provide the following information.

Employer _____	Telephone # _____ (____) _____	Dates employed: _____ to _____ <small>Month / Year to Month / Year</small>
Street address _____	City _____ State _____	<b>Compensation (Starting)</b>
Starting job title/final job title _____		<input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ _____ per
Immediate supervisor and title (for most recent position held) _____	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later	<b>Compensation (Final)</b>
Why did you leave? _____		<input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ _____ per
Commission/Bonus/Other Compensation _____		Commission/Bonus/Other Compensation \$ _____
Summarize the type of work performed and job responsibilities. _____		
What did you like most about your position? _____		
What were the things you liked least about the position? _____		

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Street address _____	City _____ State _____	<b>Compensation (Starting)</b>
Starting job title/final job title _____		<input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ _____ per
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