

## EMPLOYMENT APPLICATION

Please note that all applicants must be authorized to work in the United States and able to pass a criminal background check.

Full name:	_____	Date:	_____
	<i>Last First M.I.</i>		
Address:	_____	Phone:	_____
	<i>Street address Apt/Unit #</i>		
	_____	Email:	_____
	<i>City State Zip Code</i>		

Position applied for: \_\_\_\_\_

Availability: \_\_\_\_\_

Why are you interested in working for us?  
\_\_\_\_\_

Do you have a local address and dependable transportation? Yes  No

### Education

High school: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes  No  Diploma: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes  No  Program: \_\_\_\_\_

### Previous Employment and/or Volunteer Experience

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

May we contact your previous supervisor for a reference? Yes  No

Company: _____	Phone: _____
Address: _____	Supervisor: _____
Job title: _____	From: _____ To: _____
Responsibilities: _____	
May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Company: _____	Phone: _____
Address: _____	Supervisor: _____
Job title: _____	From: _____ To: _____
Responsibilities: _____	
May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/> No <input type="checkbox"/>

**References**

This section must be completed only if you have not had previous employment or do not authorize us to contact your previous supervisors above. References should not be members of the applicant's family but should be associated in some professional capacity (e.g. current or past employer, school advisor, mentor, professor, dorm faculty, etc.)

Full name: _____	Relationship: _____
Email: _____	Phone: _____
Full name: _____	Relationship: _____
Email: _____	Phone: _____
Full name: _____	Relationship: _____
Email: _____	Phone: _____

**Disclaimer and Signature**

I certify that the information contained in this application is true and complete to the best of my knowledge, and I authorize investigation of all statements contained in this application.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my dismissal. I also understand that any offer of employment is "at will" and may be terminated by either party at any time and for any reason not otherwise prohibited by law.

Signature: _____	Date: _____
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