

List your last four (4) employers, assignments or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in comments section below. You may exclude organizations which indicate race, color, creed, religion, national origin, sex, age, disability, sexual orientation, marital status or other protected status.

Employment History		
Employer:		Phone:
Address:		Immediate Supervisor and Title:
Job Title:	Starting Hourly Rate/Salary: \$	Final Hourly Rate/Salary: \$
Summarize the nature of the work performed and		
Dates Employed From:	To:	Reason for leaving:
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later		
Employer:		Phone:
Address:		Immediate Supervisor and Title:
Job Title:	Starting Hourly Rate/Salary: \$	Final Hourly Rate/Salary: \$
Summarize the nature of the work performed and job responsibilities:		
Dates Employed From:	To:	Reason for leaving:
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later		
Employer:		Phone:
Address:		Immediate Supervisor and Title:
Job Title:	Starting Hourly Rate/Salary: \$	Final Hourly Rate/Salary: \$
Summarize the nature of the work performed and job responsibilities:		
Dates Employed From:	To:	Reason for leaving:
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later		
Employer:		Phone:
Address:		Immediate Supervisor and Title:
Job Title:	Starting Hourly Rate/Salary: \$	Final Hourly Rate/Salary: \$
Summarize the nature of the work performed and job responsibilities:		
Dates Employed From:	To:	Reason for leaving:
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later		

Comments: (including explanation of any gaps in employment)	
Skills and Qualifications: Summarize any special training, skills, licenses, certificates and/ or characteristics of yourself that may qualify you as being able to perform job-related functions for the position which you are applying.	

Educational Background

	High School				Undergraduate College/University				Technical/ Graduate/ Professional			
School Name and Location												
Years Completed	9	10	11	12	1	2	3	4	1	2	3	4
Diploma/GED/Degree												
Describe Course of Study												
Describe any skills, special training, apprentice, and extra curricular activities that relate to the position for which you are applying.												
Describe any honors you have received.												

List professional, trade, business, or civic associations and any offices held. (You may exclude memberships which would reveal, sex, race, age, religion, national origin, color, disability or other.)

Organization	Offices Held

List special accomplishments, publications, awards. (You may exclude memberships which would reveal, sex, race, religion, age, national origin, color, disability or other.)

--

List any additional information you would like us to consider:

--

References

List name and phone number of three (3) business/work references who are NOT related to you. If not applicable, list three (3) school or personal references who are not related to you.

Name	Phone Number	Years Known
	()	
	()	
	()	

Disclaimer and Signature

- ◆ It is understood and agreed upon that any misrepresentation by me on this application or in my interview will be sufficient cause for cancellation of this application and/or separation from the employer's service if I have been employed.
- ◆ **I give the employer the right to investigate all references and to secure additional information about me, if job-related. I hereby release from liability the employer and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.**
- ◆ I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause.
- ◆ This application is current for one (1) year. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.
- ◆ The employer is an Equal Opportunity Employer. The employer does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local, state or federal law.

Signature: _____ **Date:** _____

