

## APPLICATION FOR EMPLOYMENT

Date of Application	Position Applying For
If part-time, what hours/days/months are you available?	How did you hear about this position?

### • Personal •

Name	Telephone no. (    )	
Street	Cell phone no: (    )	
City, State, Zip	Email	
If under 18, state your age	U.S. Citizen? YES   NO	Social Security No.
Rate of pay expected: \$		
Do you have a physical condition that may limit your ability to perform the job for which you are applying? NO   YES – please describe.		
If your application is considered favorable, when would you be available for work?		
If you don't live locally, will you ___relocate or ___commute? If commuting – what is the distance?		
Have you been convicted of or pled guilty to a crime, either misdemeanors or felony (including but not limited to drug-related charges, child abuse, other crimes of violence, theft, or motor vehicle violations)? NO   YES-please describe.		
Please give a brief statement telling why you believe you are qualified for this position. If this position will mean you will supervise or be involved with children or youth, please also list information pertaining to that. Be specific.		

**• Employment •**

Starting with the most recent, list the jobs you have held for the last five years  
(include military occupation experience and employment during college)

1	Name of Employer		Type of Business
	Complete Mailing Address		Phone Number (    )
	Dates of Employment From            To	Weekly Salary	Reason for seeking other employment
	Most Recent Job Title		
	Major Duties		
2	Name of Employer		Type of Business
	Complete Mailing Address		Phone Number (    )
	Dates of Employment From            To	Weekly Salary	Reason for seeking other employment
	Most Recent Job Title		
	Major Duties		
3	Name of Employer		Type of Business
	Complete Mailing Address		Phone Number (    )
	Dates of Employment From            To	Weekly Salary	Reason for seeking other employment
	Most Recent Job Title		
	Major Duties		
4	Name of Employer		Type of Business
	Complete Mailing Address		Phone Number (    )
	Dates of Employment From            To	Weekly Salary	Reason for seeking other employment
	Most Recent Job Title		
	Major Duties		

List machines, tools, equipment, computers, databases, etc:	
Efficient with:	Have some knowledge of:

Were you in US Armed Forces? NO YES – list Branch of Service, Rank & Date of Discharge

**• Volunteer Experience •**

Please list all present and previous Volunteer experiences you have had.

1	Name and Type of Business	Phone Number (    )
	Complete Mailing Address	Supervisor
		Dates of service: From                      To
	What position/s did you hold? What duties did you perform in each position? Please be specific.	
2	Name and Type of Business	Phone Number (    )
	Complete Mailing Address	Supervisor
		Dates of service: From                      To
	What position/s did you hold? What duties did you perform in each position? Please be specific.	

Other:

**• Education •**

List the schools you have attended beginning with high school

High School:	
Address:	Diploma? / Date
School/College:	What courses?
Address:	Diploma? / Date
School/College:	What courses?
Address:	Diploma? / Date
In what extracurricular activities did you take part as a student?	
High School:	College:
Have you received training for either of the following:	
First Aid: NO YES – When were you certified?	CPR: NO YES –w hen were you certified?
Do you have plans for further education? If so, what? When?	

