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### Employment Application

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant Information | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Last Name | | |  | | | | | | | | | First | |  | | | | | | | | | M.I. | | Date | | |
| Street Address | | | |  | | | | | | | | | | | | | | | | | | | Apartment/Unit # | | | | |
| City |  | | | | | | | | | | | State | |  | | | | | | | | | ZIP |  | | | |
| Phone |  | | | | | | | | | | | E-mail Address | | | | |  | | | | | | | | | | |
| Date Available | | | |  | | | | | | Social Security No. | | | |  | | | | | | | | Desired Salary | | |  | | |
| Position Applied for | | | | | | Have you ever had a child in HS/EHS? YES \_\_\_ NO \_\_\_ | | | | | | | | | | | | | | | | | | | | | |
| Are you a citizen of the United States? | | | | | | | | | YES | | NO | | | If no, are you authorized to work in the U.S.? | | | | | | | | | | | | YES | NO |
| Have you ever worked for this company? | | | | | | | | | YES | | NO | | | If so, when? | | | | |  | | | | | | | | |
| Have you ever been convicted of a felony? | | | | | | | | | YES | | NO | | | If yes, explain | | | | |  | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Education | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| High School | | |  | | | | | | | | Address | | |  | | | | | | | | | | | | | |
| From | |  | | | To | |  | Did you graduate? | | | YES | | | NO | | | | Degree | | |  | | | | | | |
| College | |  | | | | | | | | | Address | | |  | | | | | | | | | | | | | |
| From | |  | | | To | |  | Did you graduate? | | | YES | | | NO | | | | Degree | | |  | | | | | | |
| Other | |  | | | | | | | | | Address | | |  | | | | | | | | | | | | | |
| From | |  | | | To | |  | Did you graduate? | | | YES | | | NO | | | | Degree | | |  | | | | | | |
|  | | | | | | | | | | | | |  | |  | | | | | | | | | | | | |
| **RELATED EDUCATION COURSES (COMPLETED OR CURRENT ENROLLMENT)** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Course Title | | | | | | | | School | | | | | | Units | | | | | | | Enroll Date | | | | | | |
|  | | | | | | | |  | | | | | |  | | | | | | |  | | | | | | |
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| References | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please list three professional references. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name | | |  | | | | | | | | | | | | | Relationship | | | | |  | | | | | | |
| Company | | |  | | | | | | | | | | | | | Phone | | | | ( ) | | | | | | | |
| Address | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name | | |  | | | | | | | | | | | | | Relationship | | | | |  | | | | | | |
| Company | | |  | | | | | | | | | | | | | Phone | | | | ( ) | | | | | | | |
| Address | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name | | |  | | | | | | | | | | | | | Relationship | | | | |  | | | | | | |
| Company | | |  | | | | | | | | | | | | | Phone | | | | ( ) | | | | | | | |
| Address | | |  | | | | | | | | | | | | | | | | | | | | | | | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Previous Employment (Please start with your present/MOST RECENT position) | | | | | | | | | | | | | | | | | | |
| **Company** | | |  | | | | | | | | Phone | ( ) | | | | | | |
| Address | |  | | | | | | | | | Supervisor | |  | | | | | |
| Job Title | |  | | | | | | | Starting Salary | | $ | | | Ending Salary | | | | $ |
| Responsibilities | | | | |  | | | | | | | | | | | | | |
| From |  | | | | To | |  | Reason for Leaving | |  | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | YES | NO |  | | | | | | |
| **Company** | | |  | | | | | | | | Phone | ( ) | | | | | | |
| Address | |  | | | | | | | | | Supervisor | |  | | | | | |
| Job Title | |  | | | | | | | Starting Salary | | $ | | | Ending Salary | | | | $ |
| Responsibilities | | | | |  | | | | | | | | | | | | | |
| From |  | | | | To | |  | Reason for Leaving | |  | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | YES | NO |  | | | | | | |
| **Company** | |  | | | | | | | | | Phone | ( ) | | | | | | |
| Address | |  | | | | | | | | | Supervisor | |  | | | | | |
| Job Title | |  | | | | | | | Starting Salary | | $ | | | Ending Salary | | | | $ |
| Responsibilities | | | | |  | | | | | | | | | | | | | |
| From |  | | | | To | |  | Reason for Leaving | |  | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | YES | NO |  | | | | | | |
|  | | | | | | | | | | | | | | | | | | |
| Military Service | | | | | | | | | | | | | | | | | | |
| Branch | |  | | | | | | | | | | | From | |  | To |  | |
| Rank at Discharge | | | | | |  | | | | | | | Type of Discharge | | | | |  |
| If other than honorable, explain | | | | | | | | |  | | | | | | | | | |
| aCTIVITIES | | | | | | | | | | | | | | | | | | |
| Membership in professional or job relevant organizations. (You may exclude racial, religious and nationality groups.) | | | | | | | | | | | | | | | | | | |
| Professional licenses or special honors or awards. | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | |
| AIMS | | | | | | | | | | | | | | | | | | |
| What are your plans for the future? | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | |
| Why the CAPC? | | | | | | | | | | | | | | | | | | |
| Please explain why you are applying for this position: | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | |
| Disclaimer and Signature | | | | | | | | | | | | | | | | | | |
| The information provided in this Application for Employment is true, correct, and complete. If employed, I understand that any misstatement or omission of fact on this application may result in my dismissal.  I understand that acceptance or an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.  I authorize all schools, credit bureaus and law enforcement agencies to supply information concerning my background. I understand that I have a right to request disclosure of the nature, scope, and results of such an inquiry. I understand that if any statement herein is not true, an offer of employment may be withdrawn. | | | | | | | | | | | | | | | | | | |
| Signature | | | |  | | | | | | | | | | | Date |  | | |

You are not required to furnish any information which is prohibited by federal, state, or local law.