

The *Positive Place* For Kids



APPLICATION FOR EMPLOYMENT

Equal Opportunity Employer

PERSONAL Please Print

Name _____
(Last) (First) (Middle Initial)

Address _____

Telephone Number _____
(Daytime) (Evening)

Position Applied For _____ Date Available to Begin _____

EDUCATIONAL BACKGROUND

High School _____
(School Name) (Address) (Graduation Date)

College/Technical School _____
(School Name) (Address)

(Course of Study) (# of Years Attended) (Did you Graduate?) (Graduation Date)

WORK HISTORY Please list your most current employer first.

Company Name _____ Job Title _____

Address _____ Telephone Number _____

May we contact your supervisor? () yes () no

Responsibilities _____

Employed: From _____ To _____ Pay: Start _____ Finish _____

WORK HISTORY CONTINUED

Company Name _____ Job Title _____

Address _____ Telephone Number _____

May we contact your supervisor? () yes () no

Responsibilities

Employed: From _____ To _____ Pay: Start _____ Finish _____

VOLUNTEER EXPERIENCE

Agency Name _____ Telephone _____

Address _____

Supervisor _____ Employed: From _____ To _____

Responsibilities _____

Agency Name _____ Telephone _____

Address _____

Supervisor _____ Employed: From _____ To _____

Responsibilities _____

ADDITIONAL INFORMATION

Have you ever been convicted of a crime? () no () yes (If yes, what were the circumstances of the incident and the conviction. Note: A "yes" answer does not automatically exclude an applicant, but will initiate further inquiry on the specifics of the conviction and circumstances surrounding it.)

Have you ever been terminated from a paid or volunteer position or suspended from an educational institution?
() no () yes (If yes, please explain circumstances.)

Have you ever been criminally charged with any crime related to the mistreatment, abuse or molestation of children?
() no () yes (If yes, what were the circumstances of the incident?)

Do you have a valid driver's license? () no () yes State _____ Drivers License Number _____

If employed, can you submit verification of your right to work in the U.S.? () no () yes

OTHER SKILLS & INTERESTS:

AUTHORIZATION AND UNDERSTANDING

I certify that all the information submitted in this application form, or in any resume, interview, or other information is true and complete, and that I have not knowingly withheld, nor will I withhold, any information that would affect my application or employment. I understand the employer is under no obligation to consider or reconsider my application at any time, and that acceptance of this application does not constitute an offer of employment. I also understand that:

1. Inquiries may be made with my previous employers or others (including private or government agencies) who may have knowledge of me. I authorize any such person or agency to give you all information concerning my previous employment, including but not limited to, an assessment of my job performance, ability and fitness, and/or damages that may directly or indirectly result from furnishing same.
2. Prior to beginning work or during my employment, the employer reserves the right to require any lawful form of medical drug, alcohol psychological character, honesty, integrity, aptitude, skill or other test or examination.

To the best of my knowledge, the information herein is true and complete. I understand that falsification of this application will be grounds for elimination from further consideration, or if employed, for dismissal at any time.

Signature: _____ Date: _____