

Application for Employment

Please print legibly

Position(s) applied for: _____

PERSONAL INFORMATION

Name _____ Email _____

Local Greensboro Address: _____

Mobile Phone (____) _____ Local Phone (____) _____

If different from above:

Home Address _____

Home Phone (____) _____

Emergency Contact: _____ Relationship _____

Address _____

Phone (____) _____

Circle the highest year of education completed

High School

1 2 3 4

Business/Technical

1 2

College

1 2 3 4 5 6 7 +

List institutions attended

Name

Dates Attended

Major/Minor

Degree/Date

List current professional licenses or certificates you hold.

List any special training or skills you have.

EMPLOYMENT RECORD

(List most recent position first. If needed, attach an additional sheet.)

Employer Name _____

Address _____ zip _____

Phone _____ Supervisor's Name _____

Dates of employment _____ Hours per week _____

Position title _____

Describe your duties _____

Employer Name _____

Address _____ zip _____

Phone _____ Supervisor's Name _____

Dates of employment _____ Hours per week _____

Position title _____

Describe your duties _____

Employer Name _____

Address _____ zip _____

Phone _____ Supervisor's Name _____

Dates of employment _____ Hours per week _____

Position title _____

Describe your duties _____

REFERENCES

List people, other than relatives, whom we may contact for references:

Name _____ Occupation _____

Phone _____ Email address _____

Address _____ zip _____

Name _____ Occupation _____

Phone _____ Email address _____

Address _____ zip _____

Name _____ Occupation _____

Phone _____ Email address _____

Address _____ zip _____

ADDITIONAL INFORMATION

Please state any additional information you feel would be useful for us to know. You may attach your resume.

I understand that, if I am employed, my employment will be conditional and subject to verification of my statements, receipt of satisfactory references and credentials, and successful completion of a probationary period. I further understand that any falsification or misrepresentation on this application may be just cause for rejection of the application or for dismissal.

Signature

Date
