

EMPLOYMENT HISTORY

LIST ALL PREVIOUS EMPLOYMENT DURING THE PAST SEVEN YEARS STARTING WITH THE MOST RECENT. USE ADDITIONAL SHEETS IF NEEDED.

Telephone:	Dates Employed	Summarize the nature of the work performed and job responsibilities.
Employer:	From:	
Address:	To:	
Job Title:	Starting Hourly/Salary	
Immediate Supervisor/Title:	\$ _____ per _____	
Reason for Leaving:	Ending Hourly/Salary	
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____ per _____	

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May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____ per _____	

What other business experience, personal experience or training have you had that may have prepared you for this position?

PERSONAL REFERENCES DO NOT LIST RELATIVES.

Name	Occupation	Years Known
Address		Cell Phone:
E-mail		

Name	Occupation	Years Known
Address		Cell Phone:
E-mail		

Name	Occupation	Years Known
Address		Cell Phone:
E-mail		

APPLICATION ACKNOWLEDGEMENT AND AUTHORIZATION

Please read all statements and sign below:

I authorize both the Joseph H. Firth Youth Center and persons listed (references, schools, current and former employers and any others with whom you desire to check) to communicate with regard to any relevant information that may be required to reach an employment decision. I agree to hold such persons harmless with respect to any information they may supply. I understand and agree that any offer of employment is contingent upon successful completion of all background check processes, including a criminal history background check.

I certify that all information provided by me in this application is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation, or omission of any facts in this application or any other document submitted in connection with Joseph H. Firth Youth Center employment will result in denial of employment or termination of employment regardless of the timing or circumstances of discovery.

I understand that all offers of employment are conditional upon my ability to provide appropriate documents regarding my identity and legal right to work in the United States. I understand that this application is only valid for the position applied for at present and that the Joseph H. Firth Youth Center is not obligated to retain or consider this application for future openings. If hired, I agree to abide by Joseph H. Firth Youth Center policies and procedures at all times. I acknowledge that I have read the above statements and understand them.

Applicant Signature: _____ Date: _____

OFFICE USE ONLY

Interviewed By: _____ Date: _____ Hired: YES NO

Reference #1 Call Date: _____ Called By (Staff Initials): _____

Reference #2 Call Date: _____ Called By (Staff Initials): _____

Position: _____ Start Date: _____ Salary/Wage: _____ Approved by: _____