

# Project Hope Inc.

## APPLICATION FOR EMPLOYMENT

(PLEASE PRINT - APPLICATION MUST BE COMPLETED IN FULL)

Date of Application: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone (\_\_\_\_\_) \_\_\_\_\_ Social Security Number \_\_\_\_\_

Alternate # \_\_\_\_\_

Is there additional information regarding your name which is necessary for us to conduct a record check?  Yes  No

If yes, please explain: \_\_\_\_\_

Name and phone number of person to be notified in case of an accident or an emergency.

Transportation: Own Auto: \_\_\_\_\_ Bus: \_\_\_\_\_ Friend/Taxi Will Drive: \_\_\_\_\_

Wisconsin Drivers License # \_\_\_\_\_   here if you have never held a Drivers License

here if Drivers License is revoked / suspended

Are you a U.S. citizen?  Yes  No If not, by what means are you eligible to work in the U.S.?  Visa  Green Card

Have you been convicted of a felony within the last 5 years?  Yes  No

Have you been convicted of a misdemeanor within the last 5 years?  Yes  No

(A conviction will not necessarily disqualify you for employment. The conviction will be considered only as it relates to the job in question.)

If yes, please explain: \_\_\_\_\_

### PERSONAL REFERENCES (Do not list relatives or former employers)

Name	Phone	Address	Occupation	Length of Time Known

## EDUCATION AND PARAPROFESSIONAL DATA

	Elementary	High	College/University	Graduate/Professional
School Name				
Years Completed: (Circle)	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree				
Describe Course Of Study:				
Describe Specialized Training, CPR, Vent				

## EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. Exclude organization names which indicate race, color, religion, sex or national origin. (attach an additional page to list additional employers' as needed)

Employer	Telephone	Dates Employed		Work Performed
		From	To	
Address				
City, State, Zip				
Job Title	Supervisor	Hourly / Salary		
Reason for Leaving		Started	Final	

Employer	Telephone	Dates Employed		Work Performed
		From	To	
Address				
City, State, Zip				
Job Title	Supervisor	Hourly / Salary		
Reason for Leaving		Started	Final	

"I HEREBY CERTIFY that the answers given by me to the above questions and statements are true and correct and hereby authorize the employer at which I am applying to contact references, past or present employers, and any other sources of information that may be relevant to my application for employment. A criminal record does not constitute an automatic bar of employment. It will be considered only as it relates to the job for which I am applying. I hereby release them and their organizations from all liability for any damage whatsoever for issuing same. It is understood and agreed that any misrepresentation by me in this Application, as well as on my Medical and Health History Form, will be sufficient reason for dismissal at any time during my employment, without liability to this employer. I understand that the Immigration Reform and Control Act of November 6, 1986 requires me to prove the legality of my residency or citizenship. I am also aware that the failure to provide such proof at the time of request may legally force my termination. I understand that my motor vehicle record may be obtained and reviewed for its information in determining my employment. I understand that nothing contained in this employment application or in the granting of an interview is intended to create a contract between me and this employer for either employment or the provision of any benefits; and further understand that if an employment relationship subsequently is established, I will have the right to terminate my employment at any time and the employer will have a similar right. In addition, I understand that no promise, representation or agreement contrary to the foregoing is binding on the employer unless made in writing and signed by me and an authorized representative of the company."

Signature

Date