

## Application for Employment

Date: \_\_\_\_\_

Position(s) applied for: \_\_\_\_\_

### Personal Information

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

How/when would you prefer we contact you? \_\_\_\_\_

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### Employment History (Most recent first.)

Employer \_\_\_\_\_

Position (Last Held) \_\_\_\_\_ Number of Hours per Week \_\_\_\_\_

Dates Employed \_\_\_\_\_ Compensation: Starting \_\_\_\_\_ Final \_\_\_\_\_

Manager's Name & Title \_\_\_\_\_

Why did you leave? \_\_\_\_\_

Description of Responsibilities *(Not necessary to complete if described on attached resume.)*

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Employer \_\_\_\_\_

Position (Last Held) \_\_\_\_\_ Number of Hours per Week \_\_\_\_\_

Dates Employed \_\_\_\_\_ Compensation: Starting \_\_\_\_\_ Final \_\_\_\_\_

Manager's Name & Title \_\_\_\_\_

Why did you leave? \_\_\_\_\_

Description of Responsibilities *(Not necessary to complete if described on attached resume.)*



## Referrals

Do you know anyone who works at The Century House? YES NO

If so, who? \_\_\_\_\_

Have you worked at The Century House before? YES NO

Have you applied to work at The Century House before? YES NO

If so, when? \_\_\_\_\_

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## Additional Questions

Some positions require employees to be available to work most Saturdays and occasional Sundays. Are you available to work these days? YES NO

If you are applying for a position that may require driving a vehicle, please tell us about your driving record. (We may request a copy of your driving record.)

Are you 18 years of age or older? YES NO

Are you authorized to work in the United States? YES NO

Have you ever been convicted of any crimes other than minor traffic violations?

YES NO

If yes, for what have you been convicted? When and where? (Please indicate any misdemeanor and felony convictions.)

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**The information on this application is correct to the best of my knowledge.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*The Century House is an equal opportunity employer.*