



## APPLICATION FOR EMPLOYMENT

|   |        |  |                     |
|---|--------|--|---------------------|
| NAME  | LAST   | FIRST  | MIDDLE              |
| ARE YOU OVER AGE 18?<br><input type="checkbox"/> YES <input type="checkbox"/> NO  |        | WILL VISA OR IMMIGRATION STATUS PREVENT LAWFUL EMPLOYMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO          |                     |
| TODAY'S DATE  |        |  |                     |
| DO YOU HAVE A VALID DRIVER'S LICENSE OR OTHER LICENSE, CERTIFICATION, OR REGISTRATION AS APPLICABLE?                        |        |  |                     |
| <input type="checkbox"/> YES <input type="checkbox"/> NO  |        | NOSTATE: _____ LICENSE NUMBER _____ EXPIRES: _____   |                     |
| EMAIL ADDRESS   |        | PHONE  | CELL DATE AVAILABLE |
| DAYS you are available to work:<br>Monday _____ Tuesday _____ Wednesday _____ Thursday _____<br>Friday _____ Weekends _____ |        | HOURS you are available to work: Monday _____ Tuesday _____<br>Wednesday _____ Thursday _____ Friday _____<br>Weekends _____ |                     |
| POSITION APPLIED FOR  |        | SALARY DESIRED   |                     |
| PRESENT ADDRESS   | STREET | CITY   | STATE               |
| FORMER ADDRESS  | STREET | CITY   | STATE               |
| IN EMERGENCY NOTIFY   |        | EMERGENCY PHONE  |                     |

### EDUCATION RECORD

| NAME OF SCHOOL | LOCATION | YEARS ATTENDED | DID YOU GRADUATE? | YR. LEFT SCHOOL | MAJOR MINORS | DEGREE RECEIVED |
|----------------|----------|----------------|-------------------|-----------------|--------------|-----------------|
| HIGH SCHOOL    |          |                |                   |                 |              |                 |
| COLLEGE        |          |                |                   |                 |              |                 |
| COLLEGE        |          |                |                   |                 |              |                 |
| OTHER          |          |                |                   |                 |              |                 |
| OTHER          |          |                |                   |                 |              |                 |

**EMPLOYMENT RECORD: List Last Three Employers —start with most recent**

| PREVIOUS EMPLOYERS   | EMPLOYMENT DATES   | SALARY               | POSITION       | ELIGIBLE FOR REHIRE? |
|--|--------------------|----------------------|----------------|----------------------|
| MOST RECENTLY:   |                    |                      |                |                      |
| NAME   | FROM (DATE)        | STARTING WAGE<br>PER | STARTING TITLE | YES                  |
| LOCATION   | TO (DATE)          | ENDING WAGE<br>PER   | ENDING TITLE   | NO                   |
| SUPERVISOR   | REASON FOR LEAVING |                      |                |                      |
| PRIOR TO THAT;   |                    |                      |                |                      |
| NAME   | FROM (DATE)        | STARTING WAGE<br>PER | STARTING TITLE | YES                  |
| LOCATION   | TO (DATE)          | ENDING WAGE<br>PER   | ENDING TITLE   | NO                   |
| SUPERVISOR   | REASON FOR LEAVING |                      |                |                      |
| PRIOR TO THAT:   |                    |                      |                |                      |
| NAME   | FROM               | STARTING WAGE<br>PER | STARTING TITLE | YES                  |
| ADDRESS  | TO                 | ENDING WAGE<br>PER   | ENDING TITLE   | NO                   |
| SUPERVISOR   | REASON FOR LEAVING |                      |                |                      |
| HAVE YOU EVER WORKED FOR MT. SI SENIOR CENTER BEFORE?              |                    |                      |                |                      |
| LIST PERIODS OF UNEMPLOYMENT OF MORE THAN THIRTY DAYS, AND EXPLAIN |                    |                      |                |                      |
|  |                    |                      |                |                      |

MT. SI SENIOR CENTER IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, SEX, AGE, COLOR, RELIGION, NATIONAL ORIGIN, MARITAL STATUS, VETERAN STATUS, OR THE PRESENCE OF ANY SENSORY, MENTAL OR PHYSICAL DISABILITY OR ANY OTHER BASIS PROHIBITED BY FEDERAL, STATE, OR LOCAL LAW.

### EXPERIENCE

DESCRIBE YOUR SKILLS PERTINENT TO THIS POSITION:

## Recruitment Data

PLEASE TELL US HOW you LEARNED ABOUT THIS POSITION:

- O Employee \_\_\_\_\_
- O Print Advertisement \_\_\_\_\_
- O Website \_\_\_\_\_
- Other \_\_\_\_\_

### PERSONAL DATA

HAVE you EVER BEEN CONVICTED OF A CRIME OR VIOLATION OTHER THAN A MINOR TRAFFIC INFRACTION? YES  NO

(A CONVICTION RECORD WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT. FACTORS SUCH AS JOB RELATIONS, AGE AND TIME OF THE OFFENSE, SERIOUSNESS AND NATURE OF VIOLATION AND REHABILITATION WILL BE TAKEN INTO ACCOUNT) IF YES, PLEASE EXPLAIN:

\_\_\_\_\_  
\_\_\_\_\_

IS THERE ANYTHING THAT WILL INTERFERE WITH YOUR ABILITY TO PERFORM, ON A REGULAR BASIS, THE DUTIES OF THE JOB FOR WHICH YOU ARE APPLYING?

### U.S. MILITARY SERVICE

| BRANCH OF SERVICE | DATE IN | DATE OUT | WHERE SERVED | SPECIALTY |
|-------------------|---------|----------|--------------|-----------|
|-------------------|---------|----------|--------------|-----------|

# PLEASE ATTACH RESUME IF AVAILABLE

I certify that the information given by me to Mt. Si Senior Center is true and complete to the best of my knowledge. I understand that, if I am employed, discovery that I gave false or misleading information may result in immediate dismissal.

I further certify that I am not engaged in any outside activity or business that could be considered to conflict with Mt. Si Senior Center's interest or those of its clients, nor will I become engaged in such activity or business if employed.

I authorize Mt. Si Senior Center to solicit information regarding my character, general reputation, credit, previous employment, and similar background information, and to contact any and all references I have given on my application. I hereby release all parties and persons connected with any such request for information from all claims, liabilities, and damages for any reason arising out of the furnishing of such information. If employed, I release Mt. Si Senior Center from any liability for future references it may provide regarding my work history at the agency. I further understand that, in connection with the routine processing of my employment application, Mt. Si Senior Center will perform a complete criminal background investigation and may perform a complete credit check based on the nature of the job and at the company's discretion. Upon written request from me, the company will provide me with additional information concerning the nature and scope of any such report requested as required by the Fair Credit Reporting Act.

In consideration of my employment, I understand that Washington State is an At-Will Employment state and that my employment and compensation can be terminated with or without cause, and with or without notice at any time, at the option of either Mt. Si Senior Center or myself. I understand that no representative of Mt. Si Senior Center, other than an authorized officer of the agency, has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing.

If employed, I further agree that if Mt. Si Senior Center advances any paid leave before it has been accrued, or advances or loans me any money during the course of my employment, or if I lose, damage, or fail to return any agency property, Mt. Si Senior Center is authorized to deduct from my wages sufficient funds to repay such loans or advances or to replace its property.

I also understand that (1) Mt. Si Senior Center has a drug and alcohol policy that provides for pre-employment testing as well as testing after employment; (2) consent to and compliance with such a policy is a condition of my employment; and (3) continued employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job-related physical examinations.

Signature \_\_\_\_\_

Date \_\_\_\_\_