

## Wichita Mountains Prevention Network Employment Application

Instructions for using this form: This form cannot be saved or downloaded. Once you complete the application, please print and email it to bmahoney@wmpn.org.

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodations to the application and or interview process should notify a representative of the Human Resources Department.

Position(s) applied for:		
Referral Source: Advertiseme	ent Employee Relat	tive Government Employment Agency
Walk-in Private Employme	ent Agency Other	
If you answered other to the above	e question, please name your r	referral source:
Name:		
Last	First	Middle
Address:Street	City	State Zip Code
Social Security Number:	Home	e Phone Number:
Mobile Phone Number:	Email	Address:
Driver's License Number:	State:	
If hired, would you have reliable to	ransportation to work and wor	k events?
If necessary, best time to call you a	nt home is	
May we contact you at work?		
If yes, what is your work number,	and the best time to call?	
Have you ever submitted an applie	cation here before?	
If yes, give date(s) and position(s)		
Have you ever been employed her	re before?	
If yes, give dates		
Are you legally eligible for employ	ment in this country?	
Date available for work?	What is your	desired salary range?
Type of employment desired?		



Will you relocate if job requires it?	Will you travel if job requires it?
Are you able to meet the attendance requirement	nts of the position?
Will you work overtime if required?	
If no, please explain?	
	, or been convicted of a crime, received a DUI, or were in
If yes, please provide date(s) and details	
	te an automatic bar to employment. Factors such as date of the abilitation, and position applied for will be taken into account.
<u>Emplo</u>	oyment History
	and current employers, assignments or volunteer activities, clease use additional information section for employment in comments section below.
Employer:	
Dates Employed:	
Address:	
Telephone Number:	<u></u>
Summarize the type of work performed and job	o responsibilities:
Starting Job Title and Final Job Title:	
Hourly Rate/Salary Starting:	Hourly Rate/Salary Final:
Immediate Supervisor and Title:	
Reason for leaving?	
May we contact this employer for a reference?_	



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Dates Employed:	
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Summarize the type of work performed and job responsibilities:	
Starting Job Title and Final Job Title:	
	/Salary Final:
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F 1	
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	/Salary Final:
Immediate Supervisor and Title:	
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Dates Employed:	Employer:	
Address:		
Telephone Number: Summarize the type of work performed and job responsibilities: Starting Job Title and Final Job Title: Hourly Rate/Salary Final: Hourly Rate/Salary Final: Planting Final F	Address:	
Starting Job Title and Final Job Title:  Hourly Rate/Salary Starting:  Hourly Rate/Salary Final:  Immediate Supervisor and Title:  Reason for leaving?  May we contact this employer for a reference?  Employer:  Dates Employed:  Address:  Telephone Number:  Summarize the type of work performed and job responsibilities:  Starting Job Title and Final Job Title:  Hourly Rate/Salary Final:  Hourly Rate/Salary Final:		
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Hourly Rate/Salary Starting: Hourly Rate/Salary Final:		
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Hourly Rate/Salary Starting: Hourly Rate/Salary Final:		
Immediate Supervisor and Title:	Starting Job Title and Final Job Title:	
Reason for leaving?  May we contact this employer for a reference?  Employer:  Dates Employed:  Address:  Telephone Number:  Summarize the type of work performed and job responsibilities:  Starting Job Title and Final Job Title:  Hourly Rate/Salary Starting:  Hourly Rate/Salary Final:	Hourly Rate/Salary Starting: Hourly Rate/Sa	lary Final:
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Hourly Rate/Salary Starting: Hourly Rate/Salary Final:		
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Hourly Rate/Salary Starting: Hourly Rate/Salary Final:		
	Starting Job Title and Final Job Title:	
Immediate Supervisor and Title:	Hourly Rate/Salary Starting: Hourly Rate/Sa	lary Final:
	Immediate Supervisor and Title:	
Reason for leaving?		
May we contact this ampleyer for a reference?		



Comments (including explanation of any gaps in employment):		
	Skills and O	Qualifications
Companies and an aid took		ertificates that may qualify you as being able to perform
		e applying?
		420
Do you speak any other lan	guages? If so, what langu	age(s)?
	<u>Edu</u>	<u>cation</u>
List the last three schools at	tended, starting with the 1	most recent.
School:		
Number of years completed	d: De	gree or Diploma:
GPA: Ma	ajor:	Minor:
Comments:		
C 1 1		
Number of years completed		ornos on Dinloma.
		egree or Diploma:
GPA: Ma	<b>дог.</b>	Minor:
Comments:		



School:	
Number of years completed:	
GPA: Major:	Minor:
Comments	
Comments:	
	References
-	of three business or work references who are <b>NOT</b> related to you and not applicable, list three school or personal references who are <b>NOT</b>
Name:	
Telephone Number:	Email:
Number of years known:	
Name:	
Telephone Number:	Email:
Number of years known:	
Name:	
Telephone Number:	Email:
Number of years known:	
	Additional Information
	r civic associations and any offices held. Exclude memberships that would onal origin, citizenship, age, mental or physical disabilities, veteran reserve
Organization:	
Offices held:	
Organization:	



Organization:
Offices held:
Organization:
Offices held:
List special accomplishments, publications, and awards. Exclude memberships that would reveal race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran reserve or national guard, or any other similarly protected status.
List any additional information you would like us to consider:



## **Applicant Statement**

I certify that all information I have provided to apply for and secure work with the employer is accurate, complete, and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) cancel further consideration of this application, or (ii) immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive all rights and claims I may have regarding the employer, its agents, employees, or representatives for seeking, gathering and using such information in the employment process and all other persons, corporations, or organizations to furnish such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used to limit or excuse any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing expressed language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to submit to a background check, provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

## DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

${ m I}$ certify that ${ m I}$ have read, fully understand, and acc	cept all terms of the foregoing Applicant Statement.
Signature of Applicant:	Date: