



104 E. Rio Grande St., Colorado Springs, CO 80903
earlyconnections.org

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

We do not discriminate on the basis of race, color, religion, national origin, sex, age, disability or any other status protected by law or regulation. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Answer each question fully and accurately. No action can be taken on this application until you have answered all questions. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for signature on back of application. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.

GENERAL INFORMATION

Today's Date: _____

Name: _____
LAST NAME FIRST NAME MIDDLE INITIAL

Present Address: _____ City _____ ST _____ Zip _____

Daytime Phone _____ Cell Phone _____

Referred by: _____

Are you 18 years of age or older? YES [] NO []
(If you are hired, you may be required to submit proof of age.)

Job applying for: _____ Date available: _____

Are you seeking: Full-time [] Part-time [] Temporary [] employment?

Salary desired: _____

If hired, can you furnish proof you are eligible to work in the U.S.? YES [] NO []

Have you ever applied here before? YES [] NO [] If yes, when? _____

Were you ever employed here? YES [] NO [] If yes, when? _____

Have you ever been convicted of any law violation?

Include Any Plea Of "Guilty" Or "No Contest". (Exclude minor traffic violations) YES [] NO []
If yes, give details. _____
(A conviction will not necessarily disqualify an applicant for employment.)

If employed, do you expect to be engaged in any additional business or
employment outside of this job? YES [] NO []
If yes, give details. _____

EDUCATION

LIST NAME AND ADDRESS OF SCHOOLS	Number of Years Completed	Diploma/Degree /Certificate	Subjects Studied
High School or GED: _____			
College or University: _____			
Vocational or Technical: _____			
What skills or additional training do you have that relate to the job for which you are applying? _____			
What machines or equipment can you operate that relate to the job for which you are applying? _____			

WORK HISTORY

List names of employers in consecutive order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references.

Note: A job offer may be contingent upon acceptable references from current and former employers.

NAME OF EMPLOYER		JOB TITLE AND DUTIES	
ADDRESS		DATES OF EMPLOYMENT (MO/YR):	FROM: TO:
CITY, STATE, ZIP CODE			
SUPERVISOR(S)	TELEPHONE	REASON FOR LEAVING	
NAME OF EMPLOYER		JOB TITLE AND DUTIES	
ADDRESS		DATES OF EMPLOYMENT (MO/YR):	FROM: TO:
CITY, STATE, ZIP CODE			
SUPERVISOR(S)	TELEPHONE	REASON FOR LEAVING	
NAME OF EMPLOYER		JOB TITLE AND DUTIES	
ADDRESS		DATES OF EMPLOYMENT (MO/YR):	FROM: TO:
CITY, STATE, ZIP CODE			
SUPERVISOR(S)	TELEPHONE	REASON FOR LEAVING	
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ADDRESS		DATES OF EMPLOYMENT (MO/YR):	FROM: TO:
CITY, STATE, ZIP CODE			
SUPERVISOR(S)	TELEPHONE	REASON FOR LEAVING	

REFERENCES

Have you worked or attended school under any other names? YES NO

If yes, give names: _____

Are you presently employed? YES NO

If yes, whom do you suggest we contact? _____

Have you ever been fired from a job or asked to resign? YES NO

If yes, please explain: _____

Give three professional references.

Name	Relationship	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING

I certify that all information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and any result in my dismissal if discovered at a later date.

I authorize the investigation of any or all statements contained in this application. I also authorize, whether listed or not, any person, school, current employer, past employers and organizations to provide relevant information and opinions that may be useful in making a hiring decision. I release such person and organizations from any legal liability in making such statements.

I understand I may be required to successfully pass a drug screening examination. I hereby consent to a pre- and/or post-employment drug screen as a condition of employment, if required.

I understand that if I am extended an offer of employment it may be conditioned upon my successfully passing a complete pre-employment physical examination. I consent to the release of any or all medical information as may be deemed necessary to judge my capability to do the work for which I am applying.

I UNDERSTAND THAT THIS APPLICATION, VERBAL STATEMENTS BY MANAGEMENT, OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE AN EXPRESS OR IMPLIED CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME. ONLY THE PRESIDENT OF THE ORGANIZATION HAS THE AUTHORITY TO ENTER INTO AN AGREEMENT OF EMPLOYMENT FOR ANY SPECIFIED PERIOD AND SUCH AGREEMENT MUST BE IN WRITING, SIGNED BY THE PRESIDENT AND THE EMPLOYEE. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME, WITH OR WITHOUT REASON AND WITH OR WITHOUT NOTICE.

I have read, understand, and by my signature consent to these statements.

ANY APPLICANT WHO KNOWINGLY OR WILLFULLY MAKES A FALSE STATEMENT OF ANY MATERIAL FACT OR THING IN THE APPLICATION IS GUILTY OF PERJURY IN THE SECOND DEGREE AS DEFINED IN SECTION 18-8-5-503, C.R.S., AND, UPON CONVICTION THEREOF, SHALL BE PUNISHED ACCORDINGLY.

Signature: _____ Date: _____

This application for employment will remain active for a limited time. Ask the organization's representative for details.

