



# BOYS & GIRLS CLUBS

ELKO | SPRING CREEK | WELLS

## EMPLOYMENT APPLICATION

EMPLOYEE DATA			
First Name:	Middle Initial:	Last Name:	
Address:		City:	State/Zip:
Phone:	Email:		
SSN:	Are you over 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No    Sex: <input type="checkbox"/> M <input type="checkbox"/> F		
Have you worked for the Boys & Girls Clubs before? <input type="checkbox"/> Yes <input type="checkbox"/> No    Location			
Name of friends or relatives who presently work for this company:			
EMERGENCY CONTACT INFORMATION			
Name:		Phone:	
Address:		City:	State/Zip:
How is this person related to you?			
Name:		Phone:	
Address:		City:	State/Zip:
How is this person related to you?			
POSITION DESIRED			
Position:		Date you can start:	
Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No		If so, may we contact your current employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
EDUCATIONAL BACKGROUND			
List the last three (3) schools you attended, beginning with the most recent.			
Name & Address	Years Completed	Graduate?	Major/Degree

## EMPLOYMENT HISTORY

List the last three (3) employers, beginning with the most recent.

Company Name	Address	Phone Number	Supervisor

## FOREIGN LANGUAGES

List any foreign languages you speak and check your level of familiarity:

	<input type="checkbox"/> Speak Some	<input type="checkbox"/> Speak Fluently	<input type="checkbox"/> Read	<input type="checkbox"/> Write
	<input type="checkbox"/> Speak Some	<input type="checkbox"/> Speak Fluently	<input type="checkbox"/> Read	<input type="checkbox"/> Write
	<input type="checkbox"/> Speak Some	<input type="checkbox"/> Speak Fluently	<input type="checkbox"/> Read	<input type="checkbox"/> Write

## SECURITY BACKGROUND

Have you ever plead "guilty" or "no contest" to, or been convicted of, a misdemeanor or felony?  Yes  No

If yes, please give dates and details (this will not necessarily exclude you from consideration):

Have you ever been bonded?  Yes  No If yes, please explain: \_\_\_\_\_

## MILITARY BACKGROUND

Have you ever served in the military?  Yes  No Which branch: \_\_\_\_\_

Served from \_\_\_\_\_ to \_\_\_\_\_ Rank: \_\_\_\_\_

Do you have any military commitment, including National Guard, that would influence your work schedule?  Yes  No

Are you a Vietnam Veteran?  Yes  No Are you a disabled veteran?  Yes  No

Are you a Special Disabled Veteran?  Yes  No

Reasonable Accommodation: In the event you believe you will need a reasonable accommodation to assist you in performing your job, please contact your supervisor or Human Resources Coordinator.

## AUTHORIZATION & CERTIFICATION

***I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that if unemployed, falsified statements on this application shall be grounds for dismissal.***

Applicant Signature

Date