



## CondoHQ, LLC Job Application

Thank you for your interest in joining CondoHQ, LLC! We are always looking forward to welcoming new members to our team. We encourage you to fill out the application, even if there are no active job listings. Your application will be held and reviewed ahead of the next job posting for the position applied.

**Position Applied For:** \_\_\_\_\_

**Personal Information:**

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Are you legally eligible to work in the country where the job is located?** [ ☐ ] Yes [ ☐ ] No

**If hired, can you provide proof of eligibility to work in the country?** [ ☐ ] Yes [ ☐ ] No

**Education:**

Highest Level of Education Completed: \_\_\_\_\_

Name of Institution/School: \_\_\_\_\_

Location: \_\_\_\_\_

Degree/Diploma: \_\_\_\_\_

Major/Field of Study: \_\_\_\_\_

Graduation Year: \_\_\_\_\_



CondoHQ

### Employment History:

Please list your work experience, starting with your most recent job.

**Employer:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Supervisor's Name:** \_\_\_\_\_

**Dates of Employment:** From: \_\_\_\_\_ To: \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Supervisor's Name:** \_\_\_\_\_

**Dates of Employment:** From: \_\_\_\_\_ To: \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

### References:

Please provide the names and contact information of individuals who can speak to your work experience and character.

**Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Relationship to Applicant:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Relationship to Applicant:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Relationship to Applicant:** \_\_\_\_\_



**Additional Information:**

Please use this space to provide any additional information you believe would be relevant to your application.

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**I certify that the information provided on this application form is accurate and complete to the best of my knowledge. I understand that any false statements or omissions may result in disqualification from consideration for employment or termination if employed.**

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

**Return To:**

CondoHQ, LLC

*Attn: HR Department*

237 Main Street #1, Kingfield ME 04947

(207) 265-4663

[sarah@condohqs.com](mailto:sarah@condohqs.com)

*Please make sure to include copies of any applicable certifications, and or resume you would like to include.*