



APPLICATION FOR EMPLOYMENT

APPLICANT MUST COMPLETE ALL SECTIONS OF THIS FORM

Today's Date _____

Personal Information

Full Name _____ Home Phone# _____
Last First Middle Area Code + Number

Present Address _____
Number & Street City State & Zip

Former Address _____
Number & Street City State & Zip

Have you made previous application to B&GCMC? Yes No If yes when? _____

Have you ever worked for B&GCMC? Yes No Where _____ When _____

If yes when and in what position? _____

Do you have any relatives employed by B&GCMC? Yes No If yes where? _____

Do you have transportation to work? Yes No

Have you ever been convicted of a crime including sex related or child abuse related offenses? Yes No

Have you ever been convicted of a crime, other than minor traffic violations but including DUI? Yes No

Have you ever been sued for causing death or injury to any person (e.g. for assault, battery, defamation etc.) Yes No

If yes, please explain _____
CONVICTION FOR AN OFFENSE WILL NOT NECESSARILY DISQUALIFY YOU FROM CONSIDERATION

Employment Desired

Position desired _____ Part-Time Full-Time

Are you legally authorized to work in the United States? Yes No

Date available for employment _____ Minimum salary required _____

Work History List below all current and past employment, beginning with your most recent.

1	Company Name	May we contact this employer? <input type="radio"/> Yes <input type="radio"/> No	Telephone ()
	Address		Employed - Month/Year
	Supervisors Name		From To
	State Job Title and Describe Your Work		Pay Rate Start Last
			Reason For Leaving

2	Company Name	May we contact this employer? <input type="radio"/> Yes <input type="radio"/> No	Telephone ()
	Address		Employed - Month/Year
	Supervisors Name		From To
	State Job Title and Describe Your Work		Pay Rate Start Last
			Reason For Leaving

3	Company Name	May we contact this employer? <input type="radio"/> Yes <input type="radio"/> No	Telephone ()
	Address		Employed - Month/Year
	Supervisors Name		From To
	State Job Title and Describe Your Work		Pay Rate Start Last
			Reason For Leaving

4	Company Name	May we contact this employer? <input type="radio"/> Yes <input type="radio"/> No	Telephone ()
	Address		Employed - Month/Year
	Supervisors Name		From To
	State Job Title and Describe Your Work		Pay Rate Start Last
			Reason For Leaving

AN EQUAL OPPORTUNITY EMPLOYER

BOYS & GIRLS CLUBS OF MANATEE COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, SEX, RELIGION, COLOR, AGE, NATIONAL ORIGIN, DISABILITY, CITIZENSHIP STATUS OR ANY OTHER CHARACTERISTIC PROTECTED BY LAW.

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Education

School	Name and Location of School	Course of Study	Circle last grade completed	Did you graduate	Degree or Diploma
Elementary			5 6 7 8	Y N	
High School			9 10 11 12	Y N	
Vocational or Business			1 2 3 4	Y N	
College			1 2 3 4	Y N	
Graduate			1 2 3 4	Y N	
Other (specify)			1 2 3 4	Y N	

Specify professional designations, certifications, licenses or registrations held related to the job(s) applied for:

Issued in what state? _____ Expiration Date: _____

Summarize any and all job-related skills and qualifications acquired from employment, school or other experiences.

Personal References

Name _____	Phone # _____
Address _____	Years Acquainted _____
Name _____	Phone # _____
Address _____	Years Acquainted _____
Name _____	Phone # _____
Address _____	Years Acquainted _____

Agreement

I certify that all information furnished on this application and during the application process is true, complete and correct to the best of my knowledge. I understand that misrepresentations, or omissions of facts called for, are cause for refusal to hire or for dismissal at any time without any previous notice.

I understand that this application will remain active for a 90-day period. After that time, if I desire further consideration, I will complete a new application in person or by mail.

Hiring is conditional upon, among other things, an applicant submitting proof of identification and work eligibility in accordance with the Immigration Reform and Control Act, receiving a negative drug test result and passing a criminal background check.

In connection with my application for employment, I authorize the Boys & Girls Clubs of Manatee County, and its respective agents to solicit information about my background, including, but not limited to, information as to my employment, education, consumer credit history, military services, driving record, criminal record and/or public records history. I authorize all persons who may have information relevant to this investigation to disclose said information. I release from liability all persons, companies, governmental or other agencies and corporations disclosing such information. I hereby further authorize that a photocopy of this authorization may be considered as an original.

I authorize, without reservation, any person, agency or other entity contacted by the Boys & Girls Clubs of Manatee County to furnish the above mentioned information.

 APPLICANTS SIGNATURE

 DATE