



BOYS & GIRLS CLUB OF GREATER HOLYOKE, INC. EMPLOYMENT APPLICATION

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, martial or veteran status, sexual orientation, or any other legally protected status.

(PLEASE PRINT)

Position (s) Applied For		Date of Application
How Did You Learn About Us?		
<input type="checkbox"/> Advertisement	<input type="checkbox"/> Internet	<input type="checkbox"/> Employee
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Walk In	<input type="checkbox"/> Other_____

Last Name	First Name	Middle Name
Street	City	State
		Zip Code
Telephone Number(s)	Social Security Number	DOB

If you are under 18 years of age, can you provide required proof of your eligibility to work? yes no

Have you ever been employed with us before? yes no

Are you currently employed? yes no
If yes, give date _____

May we contact your present employer? yes no

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? yes no

(Proof of Citizenship or immigration status will be required upon employment.)

On what date would you be available for work? _____

Are you available to work: Full Time Part Time

Do you have any objections for a CORI and a SORI? A CORI (Consent for Criminal Records Check) and/or a SORI (Sex Offender Registry Check) will be obtained for all employees/prospective employees.

Do you have any objections for a CORI and a SORI?

____no objections ____ yes, I object

Education

	Name and Address of School	Course of Study	Years Completed	Diploma Degree
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities, or other protected status.

1	Employer		<u>Dates Employed</u>		Work Performed
			From	To	
	Address				
	Telephone Number(s)		<u>Hourly Rate/Salary</u>		
			Starting	Final	
	Job Title	Supervisor			
2	Employer		<u>Dates Employed</u>		Work Performed
			From	To	
	Address				
	Telephone Number(s)		<u>Hourly Rate/Salary</u>		
			Starting	Final	
	Job Title	Supervisor			
3	Employer		<u>Dates Employed</u>		Work Performed
			From	To	
	Address				
	Telephone Number(s)		<u>Hourly Rate/Salary</u>		
			Starting	Final	
	Job Title	Supervisor			
4	Employer		<u>Dates Employed</u>		Work Performed
			From	To	
	Address				
	Telephone Number(s)		<u>Hourly Rate/Salary</u>		
			Starting	Final	
	Job Title	Supervisor			

Indicate any foreign Languages you can speak, read and/or write			
	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability, or other protected status:

Describe any specialized training, apprenticeship, skills, and extra-curricular activities. Example: First Aid, CPR, Life Guarding.

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

State any additional information you feel may be helpful to us in considering your application.

References Other than relatives and past employer.



1.		()	
	(Name)		(Phone)
			(Phone)
	(Address)		
2.		()	
	(Name)		(Phone)
			(Phone)
	(Address)		
3.		()	
	(Name)		(Phone)
			(Phone)
	(Address)		

Applicant's Statement

I certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I give my permission to be used in public relation materials.

Signature of Applicant	Date

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Comments:		
Interviewer(s) Name(s):	Date:	