

Application For Employment

We are an equal opportunity employer dedicated to a policy of nondiscrimination. We consider applicants for all positions without regard to race, color, age, religion, sex, gender identity, national origin, disability, familial or marital status, 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"/> Friend	<input type="checkbox"/> Walk-In	
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Relative	<input type="checkbox"/> Other _____	
Last Name	First Name	Middle Name	
Address	City	State	Zip Code
Telephone Number(s)		Social Security Number	

If you are under 18 years of age, can you provide a work permit? Yes No

Have you ever filed an application with us before? Yes No

Have you ever been employed with us before? Yes No
If Yes, give date _____

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 Shift Work Temporary

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if a job required it? Yes No

Are you capable of performing the essential functions of the job(s) for which you are applying with or without reasonable accommodation? Yes No

If Yes, please explain _____

I affirm and understand the essential functions of the job will entail a level of responsibility that will require working under stress, tension, and emotional strain due to deadlines and performance expectations. Yes No

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, sex, gender, national origin, disabilities or other protected status.

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number(s)				
Job Title	Supervisor			
Reason For Leaving				
Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number(s)				
Job Title	Supervisor			
Reason For Leaving				
Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number(s)				
Job Title	Supervisor			
Reason For Leaving				
Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number(s)				
Job Title	Supervisor			
Reason For Leaving				

If you need additional Space, please continue on a separate sheet of paper

<p>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.</p> <hr/> <hr/> <hr/>
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Education

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

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

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Describe any job-related training received in the United States military.

References

Name	Phone ()
Address	
Name	Phone ()
Address	
Name	Phone ()
Address	

Applicants Statement

PLEASE READ THE FOLLOWING STATEMENT CAREFULLY BEFORE SIGNING THIS APPLICATION ONLY THOSE APPLICATIONS THAT ARE SIGNED AND DATED ARE CONSIDERED VALID. IF YOU HAVE ANY QUESTIONS REGARDING THIS STATEMENT, PLEASE ASK THEM BEFORE SIGNING

I certify that answer 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. This includes criminal and credit background investigations.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event a lawsuit or court action is filed or entered into by either employee or employer as a result of the event of employment or completion or submittal of the Application For Employment the court action shall be filed in Lane County Oregon and the employee is responsible to pay the legal costs and expenses of the employer if the employer is the prevailing party in the lawsuit or court action.

In the event of employment, I understand that false or misleading information given in my application nor interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer, OSHA, BOLI and any other agency of jurisdiction applicable.

Applicant _____ Date: _____
Signature of Applicant

For Office Use Only

All applicants need to be processed through the Human Resource Department for final approval. Employment shall not commence prior to the date that the Human Resource Manager reviews, signs and dates the application.

Human Resource Manager: _____ Date: _____
Signature of H.R. Manager

Interview was completed by: _____ Date: _____
Signature of Interviewer