



APPLICATION FOR EMPLOYMENT

PLEASE TYPE OR PRINT

DATE: _____

Name: _____

Last
First
Middle
Maiden

Present address: _____

Number
Street
City
State
Zip

How long: _____ Social Security No.: _____ - _____ - _____

Telephone: () _____

Position applied for: _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School	_____	_____	_____	_____
College	_____	_____	_____	_____
Bus. or Trade School	_____	_____	_____	_____
Professional School	_____	_____	_____	_____
Other Related Training	_____	_____	_____	_____

HAVE YOU EVER BEEN CONVICTED OF A CRIME? No Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

Driver's license number _____	State of issue _____	Expiration date _____
Have you had any accidents during the past three years? _____	How many? _____	
Have you had any moving violations during the past three years? _____	How Many? _____	

Please list two references other than relatives or previous employers.

Name: _____	Name: _____
Position: _____	Position: _____
Company: _____	Company: _____
Address: _____	Address: _____
_____	_____
Telephone: () _____	Telephone: () _____

Work Experience
Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name of employer: _____ Address: _____ City, State, Zip: _____ Phone number: _____	Name of last supervisor _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">Employment dates</th> <th style="text-align: center;">Pay or salary</th> </tr> <tr> <td style="text-align: center;">From</td> <td style="text-align: center;">Start</td> </tr> <tr> <td style="text-align: center;">To</td> <td style="text-align: center;">Final</td> </tr> </table>	Employment dates	Pay or salary	From	Start	To	Final	Your last job title: _____
Employment dates	Pay or salary								
From	Start								
To	Final								
Reason for leaving (be specific) _____									
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.									

May we contact your present employer? Yes No

Name of employer: _____ Address: _____ City, State, Zip: _____ Phone number: _____	Name of last supervisor	Employment dates	Pay or salary
		From	Start
		To	Final
		Your last job title: _____	

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer: _____ Address: _____ City, State, Zip: _____ Phone number: _____	Name of last supervisor	Employment dates	Pay or salary
		From	Start
		To	Final
		Your last job title: _____	

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer: _____ Address: _____ City, State, Zip: _____ Phone number: _____	Name of last supervisor	Employment dates	Pay or salary
		From	Start
		To	Final
		Your last job title: _____	

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer: _____ Address: _____ City, State, Zip: _____ Phone number: _____	Name of last supervisor	Employment dates	Pay or salary
		From	Start
		To	Final
		Your last job title: _____	

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Did you complete this application yourself Yes No

If not, who did? _____

PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by the Association of Washington Cities (hereinafter called "AWC"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other AWC practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of the Association of Washington Cities, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the Executive Director of AWC. Both the undersigned and AWC may end the employment relationship at any time, without specified notice or reason. If employed, I understand that AWC may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give AWC permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release AWC from any liability as a result of such contract.

I understand that, in connection with the routine processing of your employment application, AWC may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, AWC, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

Signature of applicant _____ Date: _____

AWC is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with AWC depends solely on your qualifications.