



ABERDEEN CATHOLIC SCHOOLS APPLICATION FOR EMPLOYMENT

SONSHINE PATCH

ABERDEEN CATHOLIC SCHOOLS (ACS) DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, AGE, SEX, DISABILITY, OR MILITARY SERVICE. ACS DOES RESERVE THE RIGHT TO EMPLOY THOSE WHO CAN BEST ADVANCE ITS CATHOLIC MISSION. PLEASE INFORM THE RECEPTIONIST IN ADVANCE OF ANY ACCOMMODATIONS YOU MAY NEED TO PARTICIPATE IN OUR APPLICATION PROCESS.

PERSONAL

LAST NAME	FIRST	MIDDLE	DATE
STREET ADDRESS			PHONE () --
CITY, STATE, ZIP			EMAIL
HAVE YOU EVER APPLIED FOR EMPLOYMENT WITH US? ____ YES ____ NO IF YES, MONTH/YEAR: ____ LOCATION: _____			SOCIAL SECURITY NO.
POSITION DESIRED:			PAY EXPECTED
APART FROM ABSENCE FOR RELIGIOUS OBSERVANCE, ARE YOU AVAILABLE FOR FULL-TIME WORK? ____ YES ____ NO			WHEN WILL YOU BE AVAILABLE TO BEGIN WORK?
RELIGION PREFERENCE:			
PARISH:			
HAVE YOU BEEN CONVICTED OF A CRIME IN THE PAST TEN YEARS, EXCLUDING MISDEMEANORS AND SUMMARY OFFENSES, WHICH HAVE NOT BEEN ANNULLED, EXPUNGED OR SEALED BY A COURT? ____ YES ____ NO IF YES, DESCRIBE IN FULL:			

EDUCATION AND TRAINING

EDUCATION	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY	NO. OF YEARS FINISHED	DID YOU GRADUATE	DEGREE OR DIPLOMA
COLLEGE/ VOCATIONAL SCHOOL					
HIGH SCHOOL					
ELEMENTARY					

REFERENCES

Include supervisors other than those listed in employment history (e.g. pastor, character references, etc.)

Name	Position/Company	Address	Phone Number
1).			
2).			
3).			

EMPLOYMENT HISTORY

Beginning with the present or most recent employer, give a complete full-time employment record.

COMPANY NAME	TELEPHONE () -
ADDRESS	EMPLOYED (State Month and Year) FROM TO
STATE JOB TITLE AND DESCRIBE YOUR WORK	SUPERVISOR:
	REASON FOR LEAVING

COMPANY NAME	TELEPHONE () -
ADDRESS	EMPLOYED (State Month and Year) FROM TO
STATE JOB TITLE AND DESCRIBE YOUR WORK	SUPERVISOR:
	REASON FOR LEAVING

COMPANY NAME	TELEPHONE () -
ADDRESS	EMPLOYED (State Month and Year) FROM TO
STATE JOB TITLE AND DESCRIBE YOUR WORK	SUPERVISOR:
	REASON FOR LEAVING

SIGNATURE AND AUTHORIZATION

ACCEPTANCE OF THIS APPLICATION BY ACS AFFORDS THE APPLICANT NO ASSURANCE OF EVENTUAL EMPLOYMENT. IF YOU RECEIVE A CONDITIONAL OFFER OF EMPLOYMENT, YOU MAY BE REQUIRED TO TAKE A PHYSICAL EXAMINATION. IF EMPLOYED, YOU MUST VERIFY YOUR ABILITY TO LEGALLY ACCEPT EMPLOYMENT IN THE UNITED STATES. BACKGROUND INVESTIGATIONS, INCLUDING CRIMINAL RECORD AND CONTACTING FORMER EMPLOYERS, ARE REQUIRED. EMPLOYMENT AND COMPENSATION CAN BE TERMINATED WITH REASONABLE NOTICE, WITH OR WITHOUT CAUSE, AT ANY TIME BY ACS.

I HAVE READ THE FOREGOING INSTRUCTIONS AND QUESTIONS AND MY ANSWERS ARE TRUE AND CORRECT. I HAVE NOT KNOWINGLY MISREPRESENTED OR WITHHELD ANY FACT OR CIRCUMSTANCE THAT WOULD, IF DISCLOSED, AFFECT MY APPLICATION UNFAVORABLY.

SIGNATURE OF APPLICANT _____ DATE: _____

