

APPLICATION FOR EMPLOYMENT

Position Applying For _____

FOUNDATION FOR EDUCATIONAL ACHIEVEMENT

BOTH SIDES OF THIS APPLICATION SHOULD BE COMPLETED EVEN WHEN A RESUME IS ATTACHED

Last Name	First	Middle Initial	Social Security Number	Home Telephone	Business or Message/Telephone	Date
Address - No. & Street			City	State	Zip Code	
Email	Year	Computer, Office Machine and Other Skills			Major	

EDUCATION - Circle highest grade completed: High 9 10 11 12 GED <input type="checkbox"/> College 1 2 3 4 Grad 5 6 7 8					INDICATE AVAILABILITY	
Name of School	Location	Degree or Diploma	Major	Minor	Full Time <input type="checkbox"/>	Hourly <input type="checkbox"/>
High School					Part Time <input type="checkbox"/>	Evenings <input type="checkbox"/>
Community Colleges					Day Hours <input type="checkbox"/>	
College or University					Languages Other than English	
Graduate School					Speak	
Special Training					Read	
					Sign Language <input type="checkbox"/> Yes <input type="checkbox"/> No	

EMPLOYMENT RECORD - (RELATED EXPERIENCE) (List present or most recent experience first - include Armed Services experience and volunteer work) Additional space on reverse side.

Dates (Mo./Yr.)		Total No. Yrs./Mos.	Firm Name & Address	Position Title	Duties
From	To				
				Supervisor	
Salary		No. Hrs. Per Week	Reason for Leaving	Phone Number	
Start	End				

Dates (Mo./Yr.)		Total No. Yrs./Mos.	Firm Name & Address	Position Title	Duties
From	To				
				Supervisor	
Salary		No. Hrs. Per Week	Reason for Leaving	Phone Number	
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Salary		No. Hrs. Per Week	Firm Name & Address	Supervisor	Duties
Start	End			Reason for Leaving	
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From	To				
Salary		No. Hrs. Per Week	Firm Name & Address	Supervisor	Duties
Start	End			Reason for Leaving	
			Phone Number		

Are you presently employed? _____ May we contact your employer? _____ May we contact your former employers? _____

Have you ever been convicted of a felony crime? Yes No List: _____

A felony conviction will not necessarily disqualify you from further consideration for employment. If you have ever been convicted of a felony crime, has it been under another name (maiden or alias)?

Yes No List: _____ If yes, please give name: _____

I certify that all the information provided in this application is true, and I understand that all facts are open to investigation. I further understand and agree that, if offered employment with the Foundation for Educational Achievement, my employment will be for no specified term and can be terminated without notice or cause. Finally, I understand that no representative of the Foundation for Educational Achievement is entitled or empowered to make any representation to the contrary unless such representations are made in writing and are specifically approved by the Chief Executive Officer and appropriate Executive Director.

Signature

Date

FOR PERSONNEL USE ONLY

The FOUNDATION FOR EDUCATIONAL ACHIEVEMENT is an Equal Opportunity Employer. We prohibit discrimination based on race, color, ancestry, religious creed, national origin, sex, physical handicap, medical condition, age, and marital status.