

# FARMINGTON VALLEY COUNSELING CENTER

## EMPLOYMENT APPLICATION

*We are an equal opportunity employer and do not discriminate against otherwise qualified applicants on the basis of race, age, color, creed, sex, religion, ancestry, marital status, national origin, disability, veteran status, or any other protected characteristic.*

*Please carefully read and answer all questions. You will not be considered for employment if you fail to completely answer all the questions on this application. You may attach a résumé, but all questions must be answered.*

### APPLICANT INFORMATION

EMPLOYEE'S NAME (LAST, FIRST, M.I.)		TODAY'S DATE	
STREET ADDRESS		APARTMENT/UNIT #	
CITY	STATE	ZIP CODE	
PHONE NUMBER	EMAIL ADDRESS		
POSITION APPLIED FOR	DATE AVAILABLE	DESIRED SALARY	
ARE YOU LEGALLY ELIGIBLE TO WORK IN THE U.S. __YES      NO	HAVE YOU EVER WORKED FOR THIS COMPANY? __YES      NO		

### EDUCATION

HIGH SCHOOL	DID YOU GRADUATE? __YES      NO	DEGREE EARNED
COLLEGE	DID YOU GRADUATE? __YES      NO	DEGREE EARNED
OTHER	DID YOU GRADUATE? __YES      NO	DEGREE EARNED

### EMPLOYMENT HISTORY (PLEASE INCLUDE THE 7 YEARS OF EXPERIENCE)

COMPANY	START DATE	END DATE
ADDRESS	PHONE NUMBER & EMAIL:	
SUPERVISOR	MAY WE CONTACT __YES      NO	
RESPONSIBILITIES		
COMPANY	START DATE	END DATE
ADDRESS	PHONE NUMBER & EMAIL:	
SUPERVISOR	MAY WE CONTACT __YES      NO	
RESPONSIBILITIES		

EMPLOYMENT HISTORY (CONTINUED)			
<u>COMPANY</u>		<u>START DATE</u>	<u>END DATE</u>
<u>ADDRESS</u>		<u>PHONE NUMBER &amp; EMAIL</u>	
<u>SUPERVISOR</u>		<u>MAY WE CONTACT</u> __YES    NO	
<u>RESPONSIBILITIES</u>			
<u>COMPANY</u>		<u>START DATE</u>	<u>END DATE</u>
<u>ADDRESS</u>		<u>PHONE NUMBER &amp; EMAIL</u>	
<u>SUPERVISOR</u>		<u>MAY WE CONTACT</u> __YES    NO	
<u>RESPONSIBILITIES</u>			
REFERENCES			
<u>FULL NAME</u>	<u>RELATIONSHIP</u>	<u>COMPANY</u>	<u>PHONE NUMBER &amp; EMAIL</u>
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DISCLAIMER AND ACKNOWLEDGEMENT			
<p>I certify that the information contained in this application is correct to the best of my knowledge. I understand that to falsify information is grounds for refusing to hire me, or for discharge should I be hired.</p> <p>I authorize any person, organization or company listed on this application to furnish you any and all information concerning my previous employment, education and qualifications for employment. I also authorize you to request and receive such information.</p> <p>In consideration for my employment, I agree to abide by the rules and regulations of the company, which rules may be changed, withdrawn, added or interpreted at any time, at the company's sole option and without prior notice to me.</p> <p>I also acknowledge that my employment may be terminated, or any offer or acceptance of employment withdrawn, at any time, with or without cause, and with or without prior notice at the option of the company or myself.</p>			
<u>SIGNATURE</u>		<u>DATE</u>	