

EMPLOYMENT HISTORY

Please provide the following information for your past and current employers, assignments or volunteer activities, starting with the most recent. List all employment within the last five years.

EMPLOYER	TELEPHONE NUMBER	DATES EMPLOYED	SUMMARIZE THE TYPE OF WORK PERFORMED AND JOB RESPONSIBILITIES
ADDRESS		FROM TO	
JOB TITLE	PAY RATE/SALARY		
IMMEDIATE SUPERVISOR & TITLE	STARTING	ENDING	
REASON FOR LEAVING			
MAY WE CONTACT FOR REFERENCE? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later			

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ADDITIONAL EMPLOYMENT HISTORY (if applicable)

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GAPS IN EMPLOYMENT

FROM	TO	REASON

EDUCATIONAL BACKGROUND

SCHOOL NAME AND CITY & STATE	YEARS COMPLETED	DEGREE/ DIPLOMA	GPA/ CLASS RANK	MAJOR	MINOR

SKILLS AND QUALIFICATIONS

Summarize any special training, skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying. You may wish to include foreign language skills, typing skills, PC skills, software used, office equipment, etc.

ADDITIONAL INFORMATION

List professional, trade, business or civic associations, special accomplishments, publications or awards. *(Exclude memberships and information which would reveal sex, race, religion, national origin, age, color, disability or any other similarly protected status).*

List any additional information you would like us to consider.

REFERENCES

List name and telephone number of three business/work references who are not related to you. If not applicable, list three school or personal references who are not related to you.

NAME	HOW KNOWN	TELEPHONE	YEARS KNOWN

AS AN APPLICANT I UNDERSTAND AND AGREE TO THE FOLLOWING:

Save the Family does not discriminate in hiring or employment on the basis of race, color, religion, sex, national origin, age, disability, veteran status or status within any other protected group. No questions on this application are intended to secure information to be used for such discrimination. Pursuant to the Americans With Disabilities Act, it is Save the Family's policy to hire qualified individuals with a disability as long as the individual can perform the essential functions of the job, with or without a reasonable accommodation.

In connection with Save the Family's consideration of me for employment, continued employment, promotion or reassignment or as part of an investigation, I understand that Save the Family or persons acting on its behalf may conduct investigative inquiries into my background that will include information regarding job reference, personal reference, criminal, consumer credit, driving, and other reports pertaining to me. These inquiries may include personal conversations with persons possessing knowledge relevant to these categories. These background inquiries will be conducted and reports obtained to provide Save the Family with job-related information regarding my character, general reputation, personal characteristics, work record and characteristics, skills and abilities, education and training, employment and experience, past job performance, reasons for termination of previous employment and other pertinent information.

I hereby consent to Save the Family, or persons acting on its behalf, obtaining the above stated information, I authorize, without reservation, any person or entity contacted by Save the Family or anyone acting on its behalf to furnish the above-stated information and I release any such person or entity from any and all liability for furnishing such information. I also release Save the Family from any and all liability for conducting such and investigation. I understand that I have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of the investigation(s).

In addition to authorizing the release of any information regarding my employment and background, I hereby fully waive any rights or claims that I have or may have against my former employers, their agents, employees and representatives regarding the release of information and release them from any and all liability, claims, or damage that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I authorize Save the Family or persons acting on its behalf to make these investigations, and to use job-related information obtained in its employment decision, including but not limited to, the truthfulness of my responses to Save the Family's employment inquiries. I hereby state that all information that I provide on this application and in any interview is true and accurate. I am aware that false statements, misrepresentations of facts, or material omissions may be sufficient to disqualify me for employment, or if employed, may result in my termination.

I have not signed any employment agreement or other agreement which limits the type of job I might accept in the future, or which limits for whom I might work in the future, with any employer by whom I have been employed at any time during the past two (2) years. If a job offer is extended, my initial and continued employment will be conditioned upon execution of agreements, if appropriate, with regard to invention, patent, confidentiality and non-competition. I also understand that after receipt of a job offer from Save the Family, I may be required as a condition of employment to submit to a medical examination and/or drug test.

If employed, I will be required to provide proof of identity and legal work authorization, and I must meet minimum age requirements of applicable laws. I understand and acknowledge that there have been no oral or written representations made promising or guaranteeing employment or continued employment.

I understand that nothing contained in this application, offer letter, or in the interview process is intended to create an employment contract between Save the Family and me. If I am employed, I have a right to terminate my employment at any time and for any reason. Similarly, Save the Family may terminate my employment at any time, with or without notice and with or without cause. Save the Family is an at-will employer. I further understand that no representative of Save the Family has any authority to enter into any agreement with me for any specified period of time or to guarantee some other benefit, other than the President and any such agreement must be in writing to be effective. Supervisors do not have authority to make oral agreements guaranteeing employees' future promotions, pay raises, benefits, reassignments or transfers. Any such assurances must be in writing and signed by the President to be enforceable. This statement applies to the period prior to or after I may be employed.

I understand that my application for employment will be considered active for 60 days. After the expiration of 60 days, and, if I still desire to be considered for employment, it will be necessary for me to complete a new application.

Applicant Name (Print): _____

Signature of Applicant: _____

Date: _____