



**BOYS & GIRLS CLUB  
OF THE REDWOODS**

*Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap, or veteran status.*

**Application for Employment**

<b>P E R S O N A L</b>	Last Name	First Name	Middle	Date of Birth
	Street Address			Home Phone
	City, State, Zip			Business Phone
	Have you ever applied for employment with us? Yes No If yes: Month and Year _____ Location _____			Social Security #
	Position Desired			Desired Wage
	Type of employment desired: Full Time Part Time Temporary			Date available to start:
	Are there any restrictions on the hours or days of the week you can work? _____ Yes _____ No If yes, please explain:			

<b>E D U C A T I O N</b>	Circle the highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12																			
	Equivalency Exam (List): _____																			
	Name and location of high school attended: _____																			
	List Junior Colleges, Vocation-Technical School(s), or University(ies) attended: <table border="1"> <thead> <tr> <th>SCHOOL NAME &amp; LOCATION</th> <th>MAJOR</th> <th>YEARS COMPLETED</th> <th>DEGREE/GPA</th> </tr> </thead> <tbody> <tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr> </tbody> </table>	SCHOOL NAME & LOCATION	MAJOR	YEARS COMPLETED	DEGREE/GPA	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
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Have you ever been convicted of, pled guilty to, and/or pled no contest to a crime (felony or misdemeanor, including but not limited to theft, banking fraud, drug and/or alcohol-related offenses, assault, etc.)? \_\_\_\_\_yes\_\_\_\_\_No. If yes, please explain (state, date, court, type of crime, place of occurrence, disposition):  
\_\_\_\_\_  
\_\_\_\_\_

**Note: conviction of a crime will not necessarily disqualify you for employment. Each conviction will be judged on its own merit with respect to time and job relatedness.**

**PERSONAL REFERENCES**

Please list personal references - (not related to you)

NAME	ADDRESS	PHONE #
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# EMPLOYMENT

Please give accurate, complete full-time and part-time employment record. Start with your present or most recent employer.

<b>1</b>	Company Name	Telephone ( )
	Address	Employed (state month & Year)
	Name of Supervisor	Hourly Rate/Salary
	State Job Title and Describe Your Work	Reason for Leaving
<b>2</b>	Company Name	Telephone ( )
	Address	Employed (state month & Year)
	Name of Supervisor	Hourly Rate/Salary
	State Job Title and Describe Your Work	Reason for Leaving
<b>3</b>	Company Name	Telephone ( )
	Address	Employed (state month & Year)
	Name of Supervisor	Hourly Rate/Salary
	State Job Title and Describe Your Work	Reason for Leaving
<b>4</b>	Company Name	Telephone ( )
	Address	Employed (state month & Year)
	Name of Supervisor	Hourly Rate/Salary
	State Job Title and Describe Your Work	Reason for Leaving

We may contact the employers listed above unless you indicate those you do not want us to contact.

**DO NOT CONTACT**

Employer Number(s) \_\_\_\_\_ Reason \_\_\_\_\_

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The information provided in this application for employment is true, correct, and complete. If employed any misstatement or omission of fact on this application may result in my dismissal.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request, the name of the agency so I may obtain from them the nature and substance of the information contained in the report.

Date

Signature



**BOYS & GIRLS CLUB  
OF THE REDWOODS**

3117 Prospect Ave. Eureka, CA 95503  
(707)441-1030

**AUTHORIZATION TO RELEASE INFORMATION**

My signature below evidences my understanding that I am being considered for the position of \_\_\_\_\_ at \_\_\_\_\_ and that I hereby authorize the Boys & Girls Club of the Redwoods to receive any criminal history record information pertaining to be which may be in the files of any state or local criminal justice agency in California. I further understand that information obtained during the investigation may be used as a basis for the denial of appointment or reappointment, as well as termination when appointed to the above position pending completion of my records check investigation I understand that refusal to sign this release will result in termination of the appointment process. All information I hereby authorize to be obtained will be held strictly confidential.

I certify that the following information is my true and complete legal name and that all information contained herein is true and correct to the best of my knowledge.

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Former Names and Time Frames

\_\_\_\_\_  
Sex                                      Ethnicity                                      DOB                                      SSN

\_\_\_\_\_  
Driver's License Number                                      State of Issue                                      Expiration date

\_\_\_\_\_  
Print Current Full Address                                      Dates Occupied

\_\_\_\_\_  
Previous Address                                      Dates Occupied

\_\_\_\_\_  
Signature                                      Date

\_\_\_\_\_  
Witness to Signature                                      Date