

NAME \_\_\_\_\_  
LAST FIRST M.I.

DATE \_\_\_\_\_

## EMPLOYMENT APPLICATION FORM

**GREAT FUTURES  
START **HERE.****



**TERRE HAUTE  
BOYS & GIRLS CLUB**



# EMPLOYMENT APPLICATION

*Equal Opportunity Employer*

## GENERAL

<b>NAME</b>	(Last)	(First)	(Middle Initial)	<b>Telephone (Area Code</b>
<b>OTHER NAMES USED</b>				
<b>PRESENT ADDRESS</b>				
<b>ARE YOU AUTHORIZED TO WORK IN THE UNITED STATES?</b>		<b>ARE YOU AT LEAST 18 YEARS OF AGE?</b>		<b>IF NOT, YOU HAVE A WORK PERMIT?</b>
<input type="checkbox"/> YES		<input type="checkbox"/> YES		<input type="checkbox"/> YES
<input type="checkbox"/> NO		<input type="checkbox"/> NO		<input type="checkbox"/> NO
<b>HOW WERE YOU REFERRED TO BOYS &amp; GIRLS CLUBS OF AMERICA (BGCA)?</b>				
<b>PREVIOUS EMPLOYMENT WITH BGCA (If any, give dates, position, location)</b>				
<b>RELATIVES EMPLOYED BY BGCA (If any, give dates, positions)</b>				
<b>HAVE YOU BEEN CONVICTED OF, PLEAD GUILTY TO, AND/OR PLED <i>NOLO CONTENDRE</i> TO A CRIME (FELONY OR MISDEMEANOR, INCLUDING BUT NOT LIMITED TO SEXUAL OFFENDER CRIMES, THEFT, BANKING FRAUD, DRUG AND/OR ALCOHOL-RELATED OFFENSES, ASSAULT, ETC)? If yes, please explain (state, date, court, type of crime, place of occurrence, disposition):</b>				
<input type="checkbox"/> YES _____				
<input type="checkbox"/> NO				
<i>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.</i>				

## POSITION APPLIED FOR

<b>TITLE OR CATEGORY</b>	<b>SALARY REQUIREMENTS</b>
<b>DATE AVAILABLE</b>	<b>WILLINGNES TO TRAVEL? (Appropriate percentage if position indicates)</b>

## EDUCATION

SCHOOL	NAME AND LOCATION	MAJOR	GRADUATE		DEGREE
			YES	NO	
HIGH SCHOOL					
COLLEGE OR UNIVERSITY					
OTHER SCHOOLS (Graduate, technical, business, military, etc.)					



### WORK EXPERIENCE

Start with current or last employer first. Do not detail duties and responsibilities if described in attached resume.

COMPANY NAME		YOUR TITLE	
COMPANY ADDRESS (Street & No.)		(City)	(State) (Zip)
START DATE	END DATE	STARTING SALARY	LAST SALARY
SUPERVISOR'S NAME	SUPERVISOR'S TITLE	TELEPHONE	MAY WE CONTACT EMPLOYOR? <input type="checkbox"/> YES <input type="checkbox"/> NO
BRIEF DESCRIPTION OF DUTIES & RESPONSIBILITIES			
REASON FOR LEAVING			

COMPANY NAME		YOUR TITLE	
COMPANY ADDRESS (Street & No.)		(City)	(State) (Zip)
START DATE	END DATE	STARTING SALARY	LAST SALARY
SUPERVISOR'S NAME	SUPERVISOR'S TITLE	TELEPHONE	MAY WE CONTACT EMPLOYOR? <input type="checkbox"/> YES <input type="checkbox"/> NO
BRIEF DESCRIPTION OF DUTIES & RESPONSIBILITIES			
REASON FOR LEAVING			

COMPANY NAME		YOUR TITLE	
COMPANY ADDRESS (Street & No.)		(City)	(State) (Zip)
START DATE	END DATE	STARTING SALARY	LAST SALARY
SUPERVISOR'S NAME	SUPERVISOR'S TITLE	TELEPHONE	MAY WE CONTACT EMPLOYOR? <input type="checkbox"/> YES <input type="checkbox"/> NO
BRIEF DESCRIPTION OF DUTIES & RESPONSIBILITIES			
REASON FOR LEAVING			

### ALL APPLICANTS

TYPING SPEED:

PLEASE LIST ALL SOFTWARE APPLICATION SKILLS:

OFFICE MACHINES YOU CAN OPERATE:

