





|                           |                               |                    |    |
|---------------------------|-------------------------------|--------------------|----|
| Employer Name and Address | Position Title/ Duties Skills | Dates Employed     |    |
|                           |                               | From               | To |
|                           | Supervisor's Name Telephone   | Reason for leaving |    |
| Employer Name and Address | Position Title/ Duties Skills | Dates Employed     |    |
|                           |                               | From               | To |
|                           | Supervisor's Name Telephone   | Reason for leaving |    |

Types of computers, other electronic or mechanical equipment that you are qualified to operate or repair: \_\_\_\_\_

Typing speed: \_\_\_\_\_ per minute.

Additional skills, other languages, or information regarding the career/occupation you wish to bring to the employer's attention: \_\_\_\_\_

In case of accident or illness please contact:

Name Daytime phone Address

Relationship \_\_\_\_\_

**Information to the applicant:** As part of our procedure for processing your employment application, your personal and employment references may be checked. If you have misrepresented or omitted any facts on this application, and are subsequently hired, you may be discharged from your job. You may make a written request for information derived from the checking of your references.

If necessary for employment, you may be required to: supply your birth certificate or other proof of authorization to work in the US or to sign a conflict of interest agreement and abide by its terms.

I understand and agree to the information shown above:

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Equal Employment Opportunity:** While many employers are required by federal law to have an Affirmative Action Program, all employers are required to provide equal employment opportunity and may ask your national origin, race and sex for planning and reporting purposes only. This information is optional and failure to provide it will have no affect on your application for employment.

Employer Section: \_\_\_\_\_