

Employment Application

The CWE Business Community Improvement District is an equal opportunity employer and does not discriminate against any individual in any phase of employment in accordance with the requirements of local, state and federal law.

If it does not apply to you, please mark the section N/A. Failure to complete the application in full may affect you being considered for employment or may delay the hiring process.

PERSONAL

Position(s) applied for _____ Date of application _____

Last Name _____ First Name _____ Middle Name _____

Street Address _____

City _____ State _____ Zip _____

Home Phone _____ Mobile _____ Email _____

Previous Addresses (Last 3 Years)

Street	City	State	Zip
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Are you legally eligible for employment in the U.S.? Yes No

Are you 18 years of age or older? Yes No

Are you able to perform the functions of the job(s) for which you have applied, with or without a reasonable accommodation? Yes No

If no, please describe any functions which you are not able to perform with or without reasonable accommodations.

Do you have a resume? Yes No If so, please attach a copy to this Application.

EMPLOYMENT HISTORY

Beginning with the most recent, list your previous employment (full-time and part-time). If you have ever used another name for employment purposed during this period, please indicate.

1. Employer (Present or Most Recent): _____
Street Address: _____ City: _____ State: _____ Zip: _____
Supervisor (Name & Title): _____
Telephone Number & Extension: _____
Your Job Title: _____ From (MO/YR)/To (MO/YR): _____
Base Rate*: _____
Description of Your Job Duties: _____
Reason for Leaving: _____
May we contact your present employer for references? ____ Yes ____ No
*Base Rate is basic rate of pay excluding overtime, premiums, special bonuses or allowances.
The rate indicated may be checked with former employers.

2. Employer (Present or Most Recent): _____
Street Address: _____ City: _____ State: _____ Zip: _____
Supervisor (Name & Title): _____
Telephone Number & Extension: _____
Your Job Title: _____ From (MO/YR)/To (MO/YR): _____
Base Rate*: _____
Description of Your Job Duties: _____
Reason for Leaving: _____

3. Employer (Present or Most Recent): _____
Street Address: _____ City: _____ State: _____ Zip: _____
Supervisor (Name & Title): _____
Telephone Number & Extension: _____
Your Job Title: _____ From (MO/YR)/To (MO/YR): _____
Base Rate*: _____
Description of Your Job Duties: _____
Reason for Leaving: _____

List all other employers you have worked for in the last 10 years.

Company & Address	Dates of Employment	Contact Name	Telephone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EDUCATION

High School or GED: _____ City: _____ State: _____

Course of Study: _____ Did you graduate? ___ Yes ___ No

Last grade level completed? _____

Trade/Business School: _____ City: _____ State: _____

Course of Study: _____ Did you graduate? ___ Yes ___ No

Last grade level completed? _____

College/Post Graduate: _____ City: _____ State: _____

Course of Study: _____ Did you graduate? ___ Yes ___ No

Last grade level completed? _____

PROFESSIONAL LICENSES AND/OR CERTIFICATIONS

Type	Organization or State Issued	Date Issued	Number	Verified
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

MANAGER OR SUPERVISOR REFERENCES

Must be a Manager or Supervisor and may not be a Relative

Name	Address	Telephone	Company/Occupation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

OTHER EMPLOYER REFERENCES

May be co-worker or other business relationship and may not be a Relative

Name	Address	Telephone	Company/Occupation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____