



EMPLOYMENT APPLICATION

It is our policy to provide equal employment opportunities to all qualified persons without regard to race, age, color, sex, religion, national origin, disability, or any other consideration made unlawful by applicable federal, state, or local laws.

Please be advised that neither this application nor any communication by a KOMADE representative is intended to create or does create a contract or employment, offer, or promise of employment.

Name: _____

Date: ____/____/____ Driver's License Number: _____

Telephone Number: (____) _____

Present Address (Street, Apt. or Unit No.): _____

City/State/Zip: _____

Email address (if applicable): _____

Do you have current and unrestricted authorization to work in the United States? _____

Position Desired: _____ Wage Desired: _____

Type of employment desired? Full-time Part-Time (Specify Hours) _____

List any dates/times you are not available to work: _____

When can you begin work?: _____

Within the past ten (10) years, have you been convicted of a felony? (Do not include convictions that were expunged.) Yes No

If yes, please explain so that individual circumstances can be considered.

*Note- Criminal convictions will not automatically disqualify an applicant from a particular job. KOMADE will consider the nature and situation of the crime, its seriousness, whether the conviction(s) substantially relates to the position's functions and frequency of convictions, the applicant's age at the time of conviction, the time elapsed since the date of conviction or completion of jail sentence, the applicant's entire work and education history, and employment references and recommendations.

List skills that you feel qualify you for the job for which you are applying:

Education	School Name & Location	Course of Study	Graduate?	# of Years Completed	Degree/Major
High School					
College					
Bus. /Tech./ Trade					
Post College					

WORK EXPERIENCE:

Start with your present or last place of employment.

Employer:

Name _____ *Address* _____

Phone: () _____ Dates Employed: From ____ / ____ / ____ To ____ / ____ / ____

Job Title: _____ Supervisor's Name : _____

Reason for leaving: _____

Employer:

Name

Address

Phone: () _____ Dates Employed: From ____ / ____ / ____ To ____ / ____ / ____

Job Title: _____ Supervisor's Name : _____

Reason for leaving: _____

Employer:

Name

Address

Phone: () _____ Dates Employed: From ____ / ____ / ____ To ____ / ____ / ____

Job Title: _____ Supervisor's Name : _____

Reason for leaving: _____

REFERENCES:

Please list the name of additional work-related references we may call. Individuals with no prior work experience may list school or volunteer related references.

Name	Contact Info	Relationship