



## EMPLOYMENT APPLICATION

<b>APPLICANT INFORMATION</b>			
Last Name	First Name	Preferred Name	Middle Initial
Permanent Street Address		Apartment/Unit #	
City	State	ZIP	
<input type="checkbox"/> Home Phone <input type="checkbox"/> Cell Phone		E-mail Address	
Position Applying For			
<b>EDUCATION</b>			
High School		Address	
Dates of Attendance		Field of Study/Degree	
College		Address	
Dates of Attendance		Field of Study/Degree	
Other		Address	
Dates of Attendance		Field of Study/Degree	
<b>EMPLOYMENT HISTORY <i>(start with most recent)</i></b>			
Company		Supervisor	
Address		Phone	
Job Title			
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>



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Company		Supervisor
Address		Phone
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Company		Supervisor
Address		Phone
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>REFERENCES-PROFESSIONAL – Please list two professional references</b>		
Full Name		Title/Position Held
Company		Phone and Email Address
Full Name		Title/Position Held
Company		Phone and Email Address
<b>REFERENCES-PERSONAL – Please list one personal references</b>		
Full Name		Relationship/Years Known
Phone		Email Address



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<b>SKILLS AND TALENTS</b>					
Are there any special skills, certifications, languages, training or experiences relevant to the position you are applying for?					
<b>PERFORMANCE ABILITY</b>					
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you been convicted of or plead no contest to a felony? Please note: an affirmative response will not necessarily disqualify you for the position.	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain		
<b>APPLICANT'S CERTIFICATION AND AGREEMENT</b>					
In consideration of employment, I agree to conform to the rules and policies of the Federation and JCC and I understand that my employment may be terminated at any time, with or without cause or notice, at the option of the Federation, JCC or myself. All of the information that I have provided herein, and on any additional attachments, is true and correct to the best of my knowledge. I acknowledge that any discrepancy in the information that I have provide, may be grounds for termination of my employment at any time hereafter or not to be considered for the position.					
Signature of Applicant			Date		
Print Name					
<b>For applicant's under the age of 18, a parent/guardian's signature is also required:</b>					
By signing, I give permission for the above-named applicant to seek employment at the Federation and JCC and understand that any offer of employment will be conditioned upon a satisfactory criminal background check and. I understand that the Federation and JCC will not release the results of the criminal background check to anyone without the written consent of the above-named applicant.					
Parent/Guardian of Applicant			Date		
Print Name					

**EQUAL EMPLOYMENT OPPORTUNITY**

The Jewish Federation of Durham Chapel Hill and Levin JCC does not discriminate on the basis of sex, sexual orientation, gender expression, age, race, ethnic origin, color, religion, nation origin, creed, marital status, disabled veteran status, or the presence of any sensory, mental, and/or physical disability that doesn't prevent the performance of the specific core tasks of this position.