



APPLICATION FOR EMPLOYMENT

Date: _____

Name: _____

Last

First

Middle

Address: _____
Street City State Zip Code

Telephone: (____) _____ Email Address: _____

If hired, can you provide written evidence that you are authorized to work in the U.S.? Yes No

EDUCATION

	Name/Location	Course Work	Years Completed	Degree/Diploma
Elementary	_____	_____	_____	_____
High School	_____	_____	_____	_____
College	_____	_____	_____	_____
Other	_____	_____	_____	_____

EMPLOYMENT EXPERIENCE

If employed, may we contact your last employer? Yes No

1) Name of Present/Past Employer: _____

Address: _____

Dates: _____ to _____ Reason for Leaving: _____

Supervisor's Name: _____

2) Name of Present/Past Employer: _____

Address: _____

Dates: _____ to _____ Reason for Leaving: _____

Supervisor's Name: _____

3) Name of Present/Past Employer: _____

Address: _____

Dates: _____ to _____ Reason for Leaving: _____

Supervisor's Name: _____

(Continued on Back)

Position Applied For: _____ Pay Rate Desired: _____

Is there any information we need about your name or use of another name (maiden name) for us to be able to check your work record? Yes No

If yes, please explain: _____

How were you referred to our organization? _____

Do you have any relatives who are employed by this organization? Yes No

Please Specify: _____

Please list any additional information that relates to your ability to perform the job for which you have applied (licenses, professional memberships, certifications, hobbies, etc.)

APPLICANT'S STATEMENT

I understand that the employer follows an "employment at will" policy, in that I or the employer may terminate my employment at any time, for any reason consistent with applicable state and federal law. This "employment at will" policy cannot be changed verbally or in writing, unless the change is specifically authorized in writing by the President/CEO of the organization. I understand that this application is not a contract of employment. I understand that federal law prohibits the employment of illegal aliens: all persons hired must submit satisfactory proof of employment authorization and identity. Failure to submit such proof will result in denial of employment.

I understand that the Bristol Boys & Girls Club requires that candidates for hire submit to a criminal background check. Unsatisfactory results shall be sufficient cause for dismissal or refusal of employment.

I hereby authorize the Bristol Boys & Girls Club Association to make a thorough investigation of my past employment and activities and release from all liability any damage in providing this information. I understand that employment shall be conditional upon satisfactory results of this information, and that any false, misleading, or incomplete statements, omission of material facts made by me on this application and any other document submitted with this application (resume, reference check, criminal background history, and any other supporting information) shall be sufficient cause for dismissal or refusal of employment. A copy of this statement shall be regarded as a signed original of my agreement to release to all parties from any liability in granting and furnishing such information to the Bristol Boys & Girls Club Association, Inc.

I understand this application will be active for a period of 60 days; after that time, if I wish to be considered for employment, I must resubmit a new application.

Signature of Applicant: _____ Date: _____

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Reference Check Application & Consent Form

Applicant Name: _____

Please provide the names and phone numbers of three people (not family members) that can answer questions about your experience, skills, education, and training.

Name	Phone Number	Relationship to You

Do you have previous employment or volunteer experience with a Boys & Girls Club? Yes No

If you selected yes, list the names of the Boys & Girls Clubs at which you served and the names of your supervisors at the Clubs.

Boys & Girls Club Organization	Name of Supervisor

I hereby attest that the above information is true to the best of my knowledge.

Signature of Applicant: _____ Date: _____

Disclosure Authorization and Release

Read the following section carefully before signing this application:

I hereby consent to permit The Boys & Girls Club of Bristol to contact anyone it deems appropriate to investigate or verify any information provided by me to discuss my suitability for employment or volunteer service, including my background, past performance, education, or related matters.

I expressly give my consent to any discussion regarding the foregoing, and I voluntarily and knowingly waive all rights to bring an action for defamation, invasion of privacy, or any other cause of action against anyone providing or seeking such information.

I acknowledge that I have read this authorization and release, fully understand it, and voluntarily agree to its provisions.

Signature of Applicant: _____ Date: _____

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CRIMINAL BACKGROUND AUTHORIZATION FORM

As part of the employment process, The Boys & Girls Club of Bristol Family Center may obtain an investigative consumer report. The investigative consumer report may include information regarding your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living. This report may be compiled with information from credit bureaus, court record repositories, department of motor vehicles, past and present employers and educational institutions, governmental occupational licensing or entities, business or personal references, and any other source required to verify information that has been voluntarily supplied.

The following Consumer Reporting Agencies will prepare reports:

- First Advantage Corporation - 1Concourse Parkway NE, Suite 200 Atlanta, GA. 30328 and
- Office of Early Childhood Legal Division 450 Columbus Blvd, Suite 303 Hartford, CT 06103

I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification, to the extent such investigation includes information bearing on my character, general reputation, personal characteristics or mode of living.

Have you ever been convicted of a felony? Yes No

If yes, please explain:

Have you ever been convicted of any other crime? Yes No

If yes, please explain:

Applicant's Name: _____
Last Name First Name Middle (Maiden)

Address: _____

Date of Birth: _____ Previous Address (if less than 6 mths) _____

Social Security # - -

Signature of Applicant: _____ Date: _____

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