

EDUCATION:

	Name City/State	Date		Degree or # of Credits Completed	Date Graduated	Major Area of Study
		From	To			
High School or Highest Grade Completed				<input type="checkbox"/> Check box if you received High School Diploma		
College or University						
Graduate School						
Business or Trade School						

If you did not graduate, why did you leave high school or college? _____

Are you planning to pursue further studies? Yes • No • If so, when, where and what courses?

List any scholastic honors, offices held and activities involved in during high school and college:

List and describe any other School or Specialized Training: _____

MILITARY:

Have you ever served in the military? Yes • No •

Service Branch: _____ Date Entered: _____

Date Separated: _____ Final Rank: _____

CAPABILITY/RELIABILITY:

Would you be willing and able to perform all of the tasks required by the job you are applying for?

Yes • No • If not, explain which tasks _____

Will you abide by the safety rules of this facility? Yes • No •

Would you be willing and able to report to work on time every day on a regular and consistent basis? Yes • No •

WORK HISTORY:

List names of employers for the past five (5) in consecutive order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business reference.

PLEASE DO NOT REFERENCE YOUR RESUME

Name & Address of Employer:	From Mo./Yr.	To Mo./Yr.	Starting Salary	Ending Salary	# of Hours per week	Reason for Leaving
	Position Title:					
	Description of work:					
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	Position Title:					
	Description of work:					

ATTACH SEPARATE SHEET IF NECESSARY TO LIST ALL EMPLOYERS FOR PREVIOUS FIVE (5) YEARS

SUPPLEMENTAL EMPLOYMENT INFORMATION

If you worked in any of your previous positions under another name, please give such name(s) below:

Former Name: _____ Dates Applicable: _____

Employed at: _____ During This Time

Are you presently employed? Yes • No • If yes, may we contact your present employer? Yes • No •

All applicants for employment must respond to the questions below. If you have answered “yes” to any of these questions, please attach a separate explanation.

1. Have you ever been convicted of a violation of law other than a minor traffic offense? Yes • No •
(A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered.)
2. Have you ever been convicted of a felony? Yes • No •
3. Have you ever been convicted of a crime of moral turpitude (lying, cheating or stealing)? Yes • No •
4. Have you ever been convicted of an offense involving the sexual molestation, physical abuse or rape of a child?
Yes • No •
5. Have you ever been the subject of a “founded” case of child abuse or neglect? Yes • No •
6. Are any criminal charges or proceedings pending against you? Yes • No •
7. Have you ever been dismissed, asked to resign or entered into an agreement to resign a position? Yes • No •
8. Have you ever had any disciplinary action taken against you by a previous employer, including a written reprimand, suspension or demotion, which was not reversed upon a grievance or appeal? Yes • No •
9. Have you ever had a teaching license revoked or suspended? Yes • No •

SPECIAL SKILLS:

Do you type? Yes • No • Words per minute: _____

Have you had any computer or word processing experience or training? Yes • No •

If yes, please describe: _____

What languages do you speak fluently? _____

Use the space below to describe why you are interested in working for Youth For Tomorrow and list any skills and abilities you feel qualify you for a position with us. If you need more space, please continue on a separate sheet:

REFERENCES: Please provide three (3) references, not including relatives or former employers:

NAME	WORK ADDRESS	TELEPHONE (cell/home)	OCCUPATION

AFFIDAVIT:

I certify that my answers to the foregoing questions are true and correct without any consequential omission(s) of any kind whatsoever. I understand that if I am employed, any false, misleading or otherwise incorrect statements made on this application or during any interviews may be grounds for my immediate discharge.

In connection with my employment, I understand that a consumer report or an investigative consumer report may be requested that may include information as to my character, work habits, performance and experience, along with reasons for termination of past employment. I understand that as directed by company policy and consistent with the job described, you may be requesting information from public and private sources about my: workers' compensation injuries, driving record, court record, education, credentials, credit and references.

I hereby authorize Youth For Tomorrow to contact any company or individual it deems appropriate to investigate my employment history, character and qualifications and I give my full and complete consent to their revealing any/all information that they wish as a result of this investigation. In addition, I hereby waive my right to bring cause of action against these individuals for defamation, invasion of privacy or any other reason because of their statements.

I agree that, if I am employed, I will abide by all the rules and regulations of YFT. I understand that the taking of drug and alcohol tests, when pursuant to YFT policy, are a condition of continued employment and refusal to take such tests when requested, could be grounds for my immediate termination. I further understand that no one at YFT is authorized to enter into any written or verbal employment contracts with me for any definite period of time without the written consent of the CEO. I also understand that my employment is "at-will" and may be terminated by myself or by YFT at any time, for any reason or no reason, with or without prior notice.

Applicant Signature: _____ Date _____ / _____ / _____

Interviewed By: _____ Date _____ / _____ / _____

 TO BE COMPLETED BY INTERVIEWER: Is the operation of a company vehicle a job requirement? Yes • No •