|  |  |
| --- | --- |
|  | Accrediting Commission for Schools  Western Association of Schools and Colleges |

# Employment Application

## Applicant Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: |  |  |  | Date: |  |
|  | Last | First | M.I. |  |  |

|  |  |  |
| --- | --- | --- |
| Address: |  |  |
|  | Street Address | Apartment/Unit # |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  | City | State | ZIP Code |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone: |  | Email | : |

|  |  |  |  |
| --- | --- | --- | --- |
| Date Available: |  | Position Being Applied for: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Are you a citizen of the United States or can you provide evidence of your legal right to work in the United States? | YES | NO |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Have you ever worked for this company? | YES | NO | If yes, when? |  |

|  |  |
| --- | --- |
|  | |
| Other names used for employment or school: |  |

## Education (highest level of education completed)

|  |  |  |  |
| --- | --- | --- | --- |
| College: |  | Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Did you graduate? | YES | NO | Degree: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| High School: |  | Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Did you graduate? | YES | NO | Diploma: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Other: |  | Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Did you graduate? | YES | NO | Degree: |  |

## Employment History (list three most recent)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Company: |  | Phone: |  | |
| Address: |  | Supervisor: | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Job Title: |  | Starting Salary: | $ | Ending Salary: | $ |

|  |  |
| --- | --- |
| Responsibilities: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Reason for Leaving: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| May we contact your previous supervisor? | YES | NO |  |
|  |  |  |  |
|  | | | |
| |  |  |  |  | | --- | --- | --- | --- | | Company: |  | Phone: |  | | Address: |  | Supervisor: |  |      |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Job Title: |  | Starting Salary: | $ | Ending Salary: | $ |  |  |  | | --- | --- | | Responsibilities: |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | From: |  | To: |  | Reason for Leaving: |  |  |  |  |  |  | | --- | --- | --- | --- | | May we contact your previous supervisor? | YES | NO |  | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | | Company: |  | Phone: |  | | Address: |  | Supervisor: |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Job Title: |  | Starting Salary: | $ | Ending Salary: | $ |  |  |  | | --- | --- | | Responsibilities: |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | From: |  | To: |  | Reason for Leaving: |  |  |  |  |  |  | | --- | --- | --- | --- | | May we contact your previous supervisor? | YES | NO |  | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| References Please list three professional references.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Full Name: |  | | Relationship: |  | | Company: |  | | Phone: |  | | Address: |  | | | | |  |  | |  |  | | Full Name: |  | | Relationship: |  | | Company: |  | | Phone: |  | | Address: | |  | | | |  |  | |  |  | | Full Name: |  | | Relationship: |  | | Company: |  | | Phone: |  | | Address: |  | | | | |

## Disclaimer and Signature

**Privacy Notification Statement**

The information gathered through this application is used solely for the purposes of evaluating candidacy for employment. The principal purpose for requesting and collecting the information on this form is to comply with applicable State and/or Federal Law. Providing the information is mandatory unless otherwise noted. All personal information will be kept confidential and used only in accordance with applicable laws.

**Nondiscrimination Statement**

ACS WASC prohibits discrimination or harassment of any person employed or seeking employment on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, childbirth, medical conditions related to pregnancy, physical or mental disability, medical conditions, ancestry, marital status, age, sexual orientation, citizenship, and/or status as a covered veteran. ACS WASC is an equal opportunity employer. This policy is intended to be consistent with the provisions of any and all applicable State and Federal laws.

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |