



TITLE: Application for Employment
CATEGORY: Employment Process

NUMBER: 100.03

ALL OFFERS OF EMPLOYMENT SHALL BE SUBJECT TO SATISFACTORY RESULTS OF A CRIMINAL BACKGROUND CHECK.

ATENCION: TODAS LAS OFERTAS DE EMPLEO SERAN SUJETAS A VERIFICACION SATISFACTORIO DE INVESTIGACION FONDO CRIMINAL.

OUR CENTER IS AN EQUAL OPPORTUNITY EMPLOYER. WE DO NOT DISCRIMINATE DUE TO AGE, RELIGION, RACE, CREED, COLOR, NATIONAL ORIGIN, SEX, SEXUAL ORIENTATION, DISABILITIES, RETALIATION, VIETNAM VETERANS OR GENETIC INFORMATION.

Name _____ Date _____
Last First M.I.

Address _____
Street City State Zip

Phone Number _____ Social Security # _____

Type of Employment Desired Full Time Part Time Temporary

Please specify hours available _____

Position Desired _____ Salary Desired _____

How were you referred to us? Newspaper In-House posting Agency
 Website Employee _____

Have you previously been employed at Sea Mar? Yes No

Date of employment: _____

Position: _____

Are you related to anyone currently employed at Sea Mar? Yes No

If so, who? _____

Nature of Relationship? _____

EDUCATION	Please list the names of educational institutions you attended		
SCHOOL	LOCATION	DATES ATTENDED	DEGREE

List other licenses or special training related to the position you are seeking

List professional societies, organizations, memberships, etc.
(Exclude those, which indicate race, color, creed, religion, sex, or national origin.)

Indicate other skills or business machines you operate. (Indicate typing speed, shorthand speed, and facility w/hand tools.)

Beginning with your present or last position, list the last three jobs you have held including a summary of major duties, activities, experience, etc. (Indicate military experience if job-related.) If you wish to list more than three jobs, please list them on a separate sheet. If you have a resume, please attach it to the application.

Name of Employer		Phone	
Address			
Type of Business		From	To
Job Title		Supervisor	
Starting Salary		Ending Salary	
May we Contact?			
Reason for Leaving			
Brief Description of Duties			

Name of Employer		Phone	
Address			
Type of Business		From	To
Job Title		Supervisor	
Starting Salary		Ending Salary	
May we Contact?			
Reason for Leaving			
Brief Description of Duties			

TITLE: Application for Employment - Continued
NUMBER: 100.03

Name of Employer	Phone
Address	
Type of Business	From To
Job Title	Supervisor
Starting Salary	Ending Salary
May we Contact?	
Reason for Leaving	
Brief Description of Duties	

Have you ever been convicted of a crime or entered a guilty plea to a crime, whether a misdemeanor or felony? Yes No
If so, what was the crime and when was the conviction?

I understand that any offer of employment is contingent from satisfactory results of a criminal background check. I authorize investigation of all statements contained in this application for employment. I understand that misrepresentation or omission of facts called for hereon will be sufficient cause for cancellation of consideration for employment or dismissal from the agency's service if I have been employed.

I agree that Sea Mar and my previous employers shall not be held liable in any respect if any employment offer is not tendered, is withdrawn, or my employment is terminated due to falsity of the statements and answers in this application form. If I am employed, I understand that additional personal data will be required for determination of benefit eligibility and for statistical purposes.

I am advised that in compliance with the Fair Credit Reporting Act, a routine investigation may be made concerning my character, general reputation, personal characteristics, and mode of living. I have the right to make a written request, within a reasonable period of time, for a summary disclosure of the nature and scope of the investigation.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THE ABOVE STATEMENT AND UNDERSTAND IT.

Signature (Acknowledgment)

Date

Revision Date: 11/11/2009