Date	
Job/Position you are applying for (must be filled in)	
Are you able to perform the essential functions of this position with or without reasonable accommodation?	☐ Yes ☐ No

Application for Employment

The Company is an equal opportunity employer. Applicants are considered for positions without discriminating on the basis of race, color, religion, national origin, ancestry, sex (including pregnancy, childbirth, and related medical conditions), gender identity or expression, sexual orientation, age, disability, genetic information, marital status, certain arrest and court records, certain credit history, child support orders, garnishments, reproductive health decision, domestic or sexual violence victim status, veteran/military status, certain citizenship status, breastfeeding, or any other characteristic protected by federal, state, or local law.

GENERAL INFORMATION:

Name		Email Address
Address		Telephone No. (Cell or Residence)
City	State	Zip Code

EMPLOYMENT HISTORY: STARTING WITH PRESENT or MOST RECENT, list all previous employers. Include self-employment, military service, summer, and part-time jobs. *Please attach additional sheets if necessary, following the same format.*

Company Name	Phone	From (mm/yy) To (mm/yy)	Position
No. & Street		Supervisor's Name	Duties
City & State	Zip	Reason for Leaving	
Company Name	Phone	From (mm/yy) To (mm/yy)	Position
No. & Street		Supervisor's Name	Duties
City & State	Zip	Reason for Leaving	
Company Name	Phone	From (mm/yy) To (mm/yy)	Position
No. & Street		Supervisor's Name	Duties
City & State	Zip	Reason for Leaving	
Company Name	Phone	From (mm/yy) To (mm/yy)	Position
No. & Street		Supervisor's Name	Duties
City & State	Zip	Reason for Leaving	

MISCELLANEOUS:

May we contact your current employer(s)?	☐ Yes	☐ No
Do you know anyone presently working for our Company?	☐ Yes	☐ No If so, who? _____
Are you 18 years old or older?	☐ Yes	☐ No
Are you legally authorized to work in the U.S.?	☐ Yes	☐ No
Have you ever worked or attended school under another name?	☐ Yes	☐ No If so, what name(s)? _____

How did you hear about the position? Click that applies.

☐ Company Website

☐ Job Board (Indeed, LinkedIn, etc.) _____

☐ Social Media _____

☐ Employee Referral

☐ College/University Career Center _____

☐ Recruitment Agency

☐ Job Fair _____

☐ Other: _____

If this is employee referral, please provide the name of employee. _____

Conflict of Interest

AUW has adopted a conflict of interest policy which requires disclosure of actual and potential conflicts of interest. A conflict of interest may exist where a personal, family, or business relationship could affect an individual's judgment when carrying out duties for AUW or where the individual's position with or knowledge gained from AUW could be used in a manner inconsistent with AUW's interests. Please respond to the following questions regarding conflicts of interest:

1. Do you have any direct or indirect financial interests in any vendors or suppliers of AUW?	☐YES ☐NO
2. Do you currently hold any other employment, volunteer, or Board positions? If so, please list.	☐YES ☐NO
3. Have you ever had any contractual relationships with AUW or have you otherwise provided any goods or services to AUW? If yes, please describe.	☐YES ☐NO
4. Do you know any current Board members or employees of AUW? If so, please list.	☐YES ☐NO Name_____
5. Please describe any other interests that could pose a conflict of interest or give the appearance of a conflict of interest if you are offered employment with AUW.	

REFERENCES: *(Not relatives)*

Name	Occupation
Address	Telephone No.
Name	Occupation
Address	Telephone No.
Name	Occupation
Address	Telephone No.

EDUCATION:

Education	Name and Location of School	Graduated?	Degree Earned/Subject of Study
High School		☐ Yes ☐ No	
College		☐ Yes ☐ No	
Other (graduate school, trade school, etc.)		☐ Yes ☐ No	

NOTE:

It is the policy of this Company to hire only U. S. citizens and noncitizens who are authorized to work in this country. *(As a condition of employment, you will be required to produce original documents establishing your identity and authorization to work, and to complete the U.S. Citizenship and Immigration Service's Form I-9.)*

ACKNOWLEDGMENT AND CERTIFICATION:

By signing below, I certify that all information provided on this application are true and complete to the best of my knowledge. I understand that omissions or deliberate misinformation will disqualify my application and if hired, would serve as grounds for termination.

I authorize the Company to verify any and all information listed above, including but not limited to my references, employment history, education records, and any other information I provided. I authorize the references I have listed to disclose any information related to my work record, professional experiences, and qualifications for employment without providing me prior notice of such disclosure. I release the Company and all providers of such information from all claims and liability relating to or arising out of any inquiry by the Company related to this application.

This application is not a contract of employment, offer or promise of employment, and does not create a contract of employment. I understand that if I am employed, my employment will be "at will" and can be terminated at any time, either by myself or the Company, with or without cause or reason and with or without notice.

This application will only be considered for three months. I understand that if I have not been hired within three months of completing this application, and I still wish to be considered for employment, I must complete another application.

_____
Applicant Signature

_____
Application Date