

Please Print Legibly and Complete Entire Form



Fred Finch Youth Center (FFYC) is an equal opportunity employer. FFYC does not discriminate on the basis of the following legally protected characteristics: age, race, color, religion, sex, gender, gender identity, national origin, pregnancy, physical or mental disability, ancestry, sexual orientation, marital status, domestic partnership status, veteran status, genetic characteristics or any basis prohibited by local, state or federal law. The Company also prohibits harassment based on the above-listed characteristics.

Today's Date: _____ Position Desired: _____ Location: _____
 Schedule desired: Full-time Part-time On-Call/Relief/Casual
 Availability: Days Evenings Graveyard Weekends Other _____

PERSONAL INFORMATION : Please Print Clearly

Last Name	First Name	M.I.
Street Address	City	State
Zip	Home Phone Number:	Alternate Phone Number:
Email Address:	Were you previously employed with FFYC? Yes No If yes, Where? When?	
If hired, can you present evidence of your legal right to work in the U.S.? Yes No		How did you hear about us?
Do you currently hold a valid California Driver License? Yes No		If Yes, please include details.

A criminal record may not by itself bar a person from employment consideration; however, failure to disclose this information may be grounds for separation from FFYC.

EMPLOYMENT EXPERIENCE : List all positions, paid or not, starting with your most recent position

Company Name:	Address:	Phone Number:
Supervisor Name:	Supervisor Phone Number:	Reason for Leaving:
Position Title:	Duties:	
Dates Employed: From	To	Base Rate of Pay: Starting Final
Company Name:	Address:	Phone Number:
Supervisor Name:	Supervisor Phone Number:	Reason for Leaving:
Position Title:	Duties:	
Dates Employed: From	To	Base Rate of Pay: Starting Final
Company Name:	Address:	Phone Number:
Supervisor Name:	Supervisor Phone Number:	Reason for Leaving:
Position Title:	Duties:	
Dates Employed: From	To	Base Rate of Pay: Starting Final

EDUCATION AND TRAINING

Type of School	Name and Location of School	Field of Study - Major / Minor	Type of Degree, Diploma or Certificate	Graduated YES NO
High School (Last Attended)				
Vocational Schools, Technical Institutes, Community Colleges				
All Colleges and/or Universities				
Post-Graduate Studies				

ACADEMIC ACHIEVEMENTS AND PROFESSIONAL LICENSES:

Please list academic achievements and professional licenses you consider significant and job related. You may exclude all information indicative of age, sex, race, religion, color, national origin, disability: _____

REFERENCES:

Please list the names, titles, mailing address and telephone numbers of three former supervisors or managers who are familiar with your work performance. Do not list relatives.

May we contact your present employer to verify your current employment?

Yes, you may contact anytime

No. You may contact at a later date: _____

Current Supervisor's Name: _____

Phone Number: _____

Name	Title
Address	Telephone
Name	Title
Address	Telephone
Name	Title
Address	Telephone

Please read the following statements carefully; they constitute the conditions under which you may be employed by FFYC.

- I understand, should I enter into an employment relationship with FFYC, that I am free to conclude that relationship *at will*, at any time, and for any reason. Similarly, FFYC may terminate my employment *at will*, at any time, and for any reason. I understand that no manager or any other representative of FFYC has the authority to enter into a written employment agreement with me. Nothing in this application, verbal statements, written policies or practices of FFYC, shall be construed to create any contract of employment other than an *at will* relationship.
- I understand that my prior employers, educational institutions and other references listed on this application are authorized to give FFYC any and all information that they may have pertinent to my application for employment. I release all persons or entities from all liability for any damages that may result from furnishing information to FFYC.
- I understand and agree that all offers of employment are contingent upon satisfactory proof that I have the legal right to work in the United States.
- I understand and agree that, should I enter into employment with FFYC, the department for which I am applying may require me to adhere to state licensing requirements which include but are not limited to:
 - Fingerprinting for a criminal record clearance if my position will place me in casual or direct, unsupervised contact with the children we serve.
 - A TB test and health screening.
 - Possess and maintain a valid California Driver's license if my position requires me to drive on behalf of FFYC as part of my job duties
 - Proof of educational degrees or transcripts, licenses, and childcare experience

I certify that the information provided on this Application for Employment is accurate to the best of my knowledge. I understand that any misrepresentation or deliberate omission of facts on this application will be cause for cancellation of the application process and/or separation from FFYC if I have been employed.

Signature of Applicant: _____

Date: _____