Boys & Girls Club of Kenosha **EMPLOYMENT APPLICATION**

Apı	plication	Date		

Thank you for your interest in applying with the Boys & Girls Club of Kenosha. The Boys & Girls Club of Kenosha is requesting the following information from you as an applicant for employment with our organization. You must complete all portions of this application. Items left blank may result in disqualification from consideration. When applying for a position with our organization, please take into consideration these basic requirements:

- Must be at least 18 years of age
- Must have a High School Diploma or equivalent
- For positions working with youth, must have experience in youth related areas
- Must pass drug test, criminal background check and reference check screening

CENERAL

	GENERAL	_	
Last Name	First Name	Middle Initial	
Street Address	City	State	Zip Code
(Area Code) Phone Number	Email ad	dress	
Are you authorized to work in the U If you are a resident alien, please give			lien card.
How were you referred to the Boys	& Girls Club of Kenosha?		
List previous employment or applica any, give dates, position, location)	ation with the Boys & Girls C	Club of Kenosha or	r another Boys & Girls Club (if
List relatives employed with the Box	ys & Girls Club of Kenosha		
Have you ever been convicted of a c If yes, please explain (use separate s			
	POSITION APPLIE	D FOR	
Position		_	
Date Available			
Days and times available			
	EDUCATION	[

EDUCATION					
School	Name and	Major	Dates	Graduate	Degree
	Location		From To	Yes No	
High School					
College or					
University					
Other School					
(Graduate,					
Technical,					
Business,					
Military, etc.)					

WORK EXPERIENCE

Start with last employer first. Do not detail duties and responsibilities if described in attached resume.

Use additional pages if necessary

Company Name		Your Title		
Company Address	City	State	Zip Code	
Date Started	Date Left	Starting Salary	Ending Salary	
Supervisor's Name	Supervisor's Title	Telep	phone (incl. area code)	
Brief description of duties	and responsibilities			
Reason for leaving				
Company Name		Your T	itle	
Company Address	City	State	Zip Code	
Date Started	Date Left	Starting Salary	Ending Salary	
Supervisor's Name	Supervisor's Title	Telep	phone (incl. area code)	
Brief description of duties	and responsibilities			
Reason for leaving				
Company Name		Your T	itle	
Company Address	City	State	Zip Code	
Date Started	Date Left	Starting Salary	Ending Salary	
Supervisor's Name	Supervisor's Title	Telep	phone (incl. area code)	
Brief description of duties	and responsibilities			
Reason for leaving				

REFERENCES

Please provide the names of three individuals, not related to you and whom you have known for a period of time, who can provide a reference.

Do not leave any information blank.

	Reference 1	Reference 2	Reference 3			
Name						
Address, City, State, Zip						
Phone (including area code)						
Email address						
Nature of relationship						
Length of relationship						
	OTHE	CR INFORMATION				
What languages do you speak fluently?						
I authorize the Boys & Girls Club of Kenosha to investigate all statements in this application and to secure any necessary information from all my employers, references and academic institutions. I also authorize Boys & Girls Club of Kenosha to conduct criminal records checks or any other background checks deemed necessary to determine my suitability for employment. I hereby release all of those employers, references, academic institutions and Boys & Girls Club of Kenosha from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications and my suitability for employment with the Boys & Girls Club of Kenosha. I understand that any offer of employment is contingent upon receipt of a satisfactory report concerning academic credentials, employment references, background checks and driving record (if applicable).						
I further understand that any false or misleading statements will be sufficient cause for rejection of my application if the Boys & Girls Club of Kenosha has not hired me or immediate dismissal if the Boys & Girls Club of Kenosha has employed me. I also authorize the Boys & Girls Club of Kenosha to supply information about my employment record, in whole or in part, in confidence to any prospective employer, government agency, or other party having a legal and proper interest, and I hereby release the Boys & Girls Club of Kenosha from any liability for its providing this information.						
I understand that nothing in this employment application, in Boys & Girls Club of Kenosha's policy statements or personnel guidelines or in my communications with any Boys & Girls Club of Kenosha official is intended to create an employment contract between the Boys & Girls Club of Kenosha and me. I also understand that the Boys & Girls Club of Kenosha has the right to modify its policies without giving me any notice of the changes. No promises regarding employment have been made to me. I understand that if an employment relationship is established, I have the right to terminate my employment at any time for any reason. I also understand that the Boys & Girls Club of Kenosha retained the right to terminate my employment at any time for any reason.						
I hereby acknowledge that I have read an understood the preceding statements.						
Signature						

Equal Opportunity Employer: Qualified applicants receive consideration for employment without discrimination because of gender, age, religion, marital status, sexual orientation, race, color, creed, national origin or disability.