



APPLICATION FOR EMPLOYMENT

COMMUNITY ACTION FOR IMPROVEMENT, INC.

1380 LAFAYETTE PARKWAY LAGRANGE, GA 30241
 PHONE: (706) 884-2651 FAX: (706) 756-2746

Personal Data

Position Applying For:		Available Start Date:	
Preferred Location to Work: (PLEASE CHECK ONE) <input type="checkbox"/> CARROLL <input type="checkbox"/> COWETA <input type="checkbox"/> HARRIS <input type="checkbox"/> HEARD <input type="checkbox"/> MERIWETHER <input type="checkbox"/> TROUP			
Name:			
Last	First	Middle	
Address:			
Street	City	State	Zip
Contact Info:		Email:	
Home Phone:		Cell Phone:	
Social Security Number:			
Are you legally eligible to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No (Federal law requires proof of identity and employment authorization for all new employees).			
Referred by: <input type="checkbox"/> Online Advertisement <input type="checkbox"/> Employment Agency <input type="checkbox"/> Friend or Relative <input type="checkbox"/> Walk In <input type="checkbox"/> Other			

Education/Training

School	Name	Location	Dates Attended From/To:	Degree, Diploma & Major	Graduated?
High School					
College					
Other 1 (Business, Vocational, Military)					
Other 2 (Business, Vocational, Military)					

Employment History (Begin with current or last job). Please complete for past 10 years

Name of Employer	Address	City	ST.	Zip	Phone
Dates of Employment From: To:	Job Title		Rate of Pay		Supervisor
Reason for Leaving:					
Name of Employer	Address	City	ST.	Zip	Phone
Dates of Employment From: To:	Job Title		Rate of Pay		Supervisor
Reason for Leaving:					

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Dates of Employment From: To:	Job Title	Rate of Pay		Supervisor	
Reason for Leaving:					

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Personal References

Please provide three (3) references that may be contacted (excluding relatives).

Name	Address	Years Known	Telephone
1.			
2.			
3.			

Additional Information

Have you been an employee of this organization in the past? Yes No

If yes, when and in what position?

If hired, will you work overtime if required? Yes No

Have you ever been convicted of, or entered a plea of guilty, no contest, or had a withheld judgement to a felony? (excluding misdemeanors and traffic offenses) Yes No

If yes, please explain:

The information listed on this application and attached resume is true and complete to the best of my knowledge. If the company employ me, any misrepresentation or false statement contained herein may be considered cause for possible dismissal. The company has my permission to obtain all necessary information from the references I have provided, or any other sources, concerning my prior employment, personal history or credit standing and I release all parties from any possible damages resulting from disclosing such information with or without prior written notice to me. I reserve the right to know the names and addresses of any investigative agencies used in order that I may learn the information contained in any reports furnished to any company.

I understand this application does not constitute a guarantee of continued employment of any kind. Should I be employed by Community Action For Improvement, Inc., I may resign such employment at any time at my discretion with or without prior notice and Community Action For Improvement, Inc., may terminate at any time at their discretion, with or without cause and with or without notice.

Signature of Applicant: _____

Date: _____

Applicants will be considered for employment without regard to race, religion, color, sex, national origin, age, marital or veteran status, medical condition or handicap, or any other status protected by law. We are an Equal Opportunity Employer.