

West Tuality Habitat for Humanity ReStore
3731 Pacific Avenue Forest Grove, OR 97116
503-357-1201

Employment Application

Date: ___/___/___

Name (Last)	(First)	(Middle)	Soc. Sec. #
Address	(Street)	(City)	(State/Zip)
Phone Number	Citizen of U.S? Yes No		

Employment Desired

Position	Date You Can Start	Salary Desired
Have You Ever Applied To This Company Before?	Where?	When?
Answers To The Following Questions Are Required		
Can you perform the essential duties of the job in which you wish to be employed, with or without accommodation? Yes No If no, please describe accommodation requested:		
Have you ever been convicted of a crime? Yes No If yes, give details		
Education Completed (Circle One)		
High School	Associate Degree	Bachelor Degree Post Grad Degree
In Case of Emergency, notify		
Name	Relationship	Home Phone Work Phone
This form has been designed to comply with state and federal fair employment practice laws prohibiting discrimination on the basis of an applicant's sex or minority status. Questions directly or indirectly reflecting such status have been included only where needed to determine a bonafide occupational qualification or for other permissible purposes. Such questions are appropriately noted on the application.		

Note: West Tuality Habitat for Humanity ReStore, reserves the option to terminate employment with or without cause and with or without notice at any time.

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Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. (You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status.)

Employer #1	Dates From	Employed To	Work Performed
Address			
Telephone Number	Rate/Salary Starting	Rate/Salary Final	
Job Title Supervisor's Name			
Reason for Leaving			
Employer #2	Dates From	Employed To	Work Performed
Address			
Telephone Number	Rate/Salary Starting	Rate/Salary Final	
Job Title Supervisor's Name			
Reason for Leaving			
Employer #3	Dates From	Employed To	Work Performed
Address			
Telephone Number	Rate/Salary Starting	Rate/Salary Final	
Job Title Supervisor's Name			
Reason for Leaving			

If you need additional space, please continue on the back

Special Skills and Qualifications

Summarize special job related skills and qualifications acquired from employment or other experiences.

Education

	Elementary School	High School	Undergraduate College/University	Graduate/ Professional
School Name and Location				
Years Completed	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Describe Course of Study				
Describe any specialized training, apprenticeship, skills and extra-curricular activities				
Describe any honors you have received				
State any additional information you feel may be helpful to us in considering your application				

Indicate any foreign languages you speak, read and/or write

	Fluent	Good	Fair
Speak			
Read			
Write			

List professional, trade, business or civic activities and offices held.
(You may exclude membership which would reveal sex, race, religion, age or other protected status)

References

Give name, address and telephone number of 3 references who are not related to you and are not previous employers.

1. _____
2. _____
3. _____

Affidavit

I declare each of the above answers given to be complete and true to the best of my knowledge and I am aware that any misrepresentation or omission may be cause for dismissal.

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any previous notice.

I understand that all the working conditions and rules outlined in the job description are a condition of employment and I agree to abide by them.

Signature of Applicant

Date