



APPLICATION FOR EMPLOYMENT
The Village Family Service Center
PO Box 9859
Fargo, ND 58106-9859

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. Applicants requiring reasonable accommodation to the application and/or interview process should notify the Director of the Region/Program where the interview will take place.

Position applied for _____ Date of Application _____

Name _____
 Last First Middle

Address _____
 Street City State Zip Code

Telephone Number (_____) _____

If you are under 18, and it is required, can you furnish a work permit? Yes ___ No ___

Have you ever been employed with us before? Yes ___ No ___

Do you know anyone at The Village? Yes ___ No ___

If yes, how? _____

Are you currently employed? Yes ___ No ___

May we contact your present employer? Yes ___ No ___

Type of employment desired ___ Full-Time ___ Part-Time ___ Temporary/Contract

Are you legally eligible for employment in this country? Yes ___ No ___
 Proof of citizenship or immigration status will be required upon employment

Have you been convicted of a felony? Yes ___ No ___
 Conviction will not necessarily disqualify an applicant from employment.

If yes, please explain. _____

EDUCATIONAL BACKGROUND (If job related)

Name and Location	Diploma/Degree	Years Completed	Course of Study
High School			
Undergraduate College			
Graduate Professional			
Other (Specify)			

SKILLS AND QUALIFICATIONS

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

EMPLOYMENT HISTORY

Start with your present or last job.

Employer _____ Address _____ Telephone _____ Job Responsibilities _____ Hourly Salary (Starting) _____ (Final) _____	From _____ to _____ Job Title _____ Supervisor _____ Reason for Leaving _____
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REFERENCES

NAME	TELEPHONE	YEARS KNOWN

APPLICANT'S STATEMENT

I understand that if I am employed, any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from the employer's service, whenever it is discovered.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

The employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by local, state, or federal law.

This application is current for only 30 days. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.

I understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

I understand that I am required to abide by all rules and regulations of the employer.

I represent and warrant that I have read and fully understand the foregoing and seek employment under these conditions.

Signature of applicant _____ Date ____/____/____