

Application For Employment

Applicant Information

Full name: _____ Date: _____
Last First M.I.

Address: _____ Phone: _____
Street address Apt./Unit #

_____ Email: _____
City State Zip Code

Date Available: _____ SSN: _____ Desired salary: \$ _____

Position applied for: _____

Are you a citizen of the United States? Yes No

If no, are you authorized to work in the U.S.? Yes No

CIRI Shareholders are strongly encouraged to apply. Are you a CIRI shareholder, descendant or family member? Yes No

Have you ever been convicted of a felony? Yes No If yes, please explain _____

A conviction will not necessarily disqualify you from employment. Upon the finding of a criminal conviction, suitability will be determined based on the nature and frequency of criminal act, time elapsed since conviction, nature of employment, qualifications, and whether the individual has been rehabilitated.

Are you currently employed? Yes No

May we contact your present employer? Yes No

Do you have a current and valid driver's license? Yes No

If yes, what state and license number? _____ Expiration Date: _____

Education

High school: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes No Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes No Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes No Degree: _____

Previous Employment

Employer _____ Phone: _____

Job Title: _____ Supervisor: _____

Reason For Leaving: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____

Job Title _____ Supervisor: _____

Reason For Leaving: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____

Job Title _____ Supervisor: _____

Reason For Leaving: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor for a reference? Yes No

Reference

Please list three professional references.

Full name: _____ Relationship: _____

Email _____ Phone: _____

Company: _____ Years Known: _____

Full name: _____ Relationship: _____

Email: _____ Phone: _____

Company _____ Full name: _____ Email: _____ Company: _____	Years Known: _____ Relationship: _____ Phone: _____ Years Known: _____
---	---

Disclaimer and signature

I understand this position may be required to submit to pre-employment and random drug testing.

I acknowledge that employment at THE CIRI FOUNDATION is at will, which means that either I or THE CIRI FOUNDATION can terminate the employment relationship at any time, with or without prior notice.

I further acknowledge that an offer of employment will be contingent upon satisfactory results of an investigation of my past employment, experience, and other questions contained in this application. I voluntarily authorize THE CIRI FOUNDATION and/or its authorized agents to conduct such an investigation. Inquiries may be made about me including but not limited to previous employer verifications, education verifications, consumer credit reports, criminal convictions or history, motor vehicle reports, social security trace reports and other reports. I understand that THE CIRI FOUNDATION and/or its authorized agents may be requesting information from various Federal, State, and other agencies that maintain records concerning my past activities relating to my driving, credit, criminal or civil cases, and other experiences, and I authorize disclosure of information involving me in the files of insurance companies. In addition, if I am expected to drive, I shall submit a current driver's license along with a copy of my driving record from the appropriate Department of Motor Vehicles prior to employment.

I certify the foregoing is true and accurate to the best of my knowledge. I understand that falsification of any information provided in this employment application is grounds for rejection or immediate dismissal

Signature: _____	Date: _____
------------------	-------------