

**THE LIFE ENRICHMENT CENTER  
APPLICATION FOR EMPLOYMENT**

DATE \_\_\_\_\_ POSITION APPLIED FOR \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_ SEX \_\_\_\_\_

PLACE OF EMPLOYMENT \_\_\_\_\_ OCCUPATION \_\_\_\_\_

HAVE YOU EVER BEEN ARRESTED FOR A FELONY OR ANY CRIME INCLUDING SEX ABUSE OR RELATED CHILD ABUSE CHARGES? YES ( ) NO ( )

DO YOU AGREE TO SUBMIT TO A CRIMINAL RECORDS CHECK? YES ( ) NO ( )

DO YOU HAVE A VALID DRIVER'S LICENSE? YES ( ) NO ( )

EDUCATION-SPECIFIC COLLEGE HOURS MUST BE LISTED IN THIS SECTION

Circle the highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12

High School Graduate or Equivalent: YES ( ) NO ( )

Vocational School Attended: \_\_\_\_\_ No. of Months \_\_\_\_\_

Area of Study: \_\_\_\_\_ Date Course Completed \_\_\_\_\_

NAME AND LOCATION OF COLLEGE OR UNIVERSITIES ATTENDED	CREDIT RECEIVED		FIELD OR AREA OF STUDY		TYPE OF DEGREE & DATE RECEIVED
	Qtr.Hrs.	Semester Hrs.	Major Hrs.	Minor Hrs.	
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Graduate School:

<u>LICENSES AND CERTIFICATIONS</u>	<u>SPECIALIZATION</u>	<u>CERTIFICATE NO.</u>	<u>EXPIRATION MO/YR</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

**WORK HISTORY**

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1. CURRENT OR LAST EMPLOYER ADDRESS

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OFFICIAL JOB TITLE FROM (Month/Year) TO (Month/Year)

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HOURS PER WEEK STARTING SALARY ENDING SALARY REASON FOR LEAVING

\$ Per \$ Per

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MAY WE CONTACT THIS EMPLOYER? YES ( ) NO ( )

PLEASE LIST DETAILS OF DUTIES:

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2. EMPLOYER ADDRESS

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OFFICIAL JOB TITLE FROM (Month/Year) TO (Month/Year)

---

HOURS PER WEEK STARTING SALARY ENDING SALARY REASON FOR LEAVING

\$ Per \$ Per

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PLEASE LIST DETAILS OF DUTIES:

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3. EMPLOYER ADDRESS

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OFFICIAL JOB TITLE FROM (Month/Year) TO (Month/Year)

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HOURS PER WEEK STARTING SALARY ENDING SALARY REASON FOR LEAVING

\$ Per \$ Per

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PLEASE LIST DETAILS OF DUTIES:

**WORK HISTORY (CONTINUED)**

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4. EMPLOYER ADDRESS

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OFFICIAL JOB TITLE FROM (Month/Year) TO (Month/Year)

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HOURS PER WEEK STARTING SALARY ENDING SALARY REASON FOR LEAVING

\$ Per \$ Per

PLEASE LIST DETAILS OF DUTIES:

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5. EMPLOYER ADDRESS

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OFFICIAL JOB TITLE FROM (Month/Year) TO (Month/Year)

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HOURS PER WEEK STARTING SALARY ENDING SALARY REASON FOR LEAVING

\$ Per \$ Per

PLEASE LIST DETAILS OF DUTIES:

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6. EMPLOYER ADDRESS

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OFFICIAL JOB TITLE FROM (Month/Year) TO (Month/Year)

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HOURS PER WEEK STARTING SALARY ENDING SALARY REASON FOR LEAVING

\$ Per \$ Per

PLEASE LIST DETAILS OF DUTIES:

**REFERENCES**

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List three references other than relatives.

May we contact these references? YES ( ) NO ( )

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_

**PLEASE BE AWARE THAT IF, AT ANY TIME DURING THE HIRING PROCESS, IT IS DETERMINED THAT THE APPLICANT HAS NOT BEEN COMPLETELY TRUTHFUL, CONSIDERATION OF THE APPLICANT MAY BE TERMINATED. IF THIS INFORMATION IS OBTAINED AFTER THE INDIVIDUAL IS HIRED, THEY MAY BE TERMINATED ON THE BASIS OF PROVIDING FALSE INFORMATION.**

**I CERTIFY THAT ALL INFORMATION ON THIS APPLICATION IS CORRECT AND TRUE.**

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_