

# APPLICATION FOR EMPLOYMENT

Happy Valley Conference Center, Inc.

Date \_\_\_\_\_

## PERSONAL INFORMATION

Name	Social Security NO - -
Address (Street, City, State, & Zip)	
Phone:	Email: FAX:

## EMPLOYMENT DESIRED

Position	Date you can start
Are you employed? Yes ___ No ___	If so, may we inquire of your present employer? Yes ___ No ___

## EDUCATION / TRAINING

Name and Location of Schools	Years attended	Did you graduate?	Subjects studied
High School			
College			
Other Training			

## FORMER EMPLOYERS

(list below last four employers, starting with the last one first)

Date (month & year)	Name, address & phone number of employer	Salary	Position	Reason for leaving
From				
To				
From				
To				
From				
To				
From				
To				

## REFERENCES

Give below the names of three persons not related to you, whom you have known at least on year.

Name	Address and phone	Business	Years known

## AUTHORIZATION

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

Date \_\_\_\_\_ Signature \_\_\_\_\_