



Serving Communities throughout North Dakota

APPLICATION FOR EMPLOYMENT

Easter Seals Goodwill ND, Inc. is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, disability or national origin.

PERSONAL INFORMATION

Name _____
Last First Middle

Address _____
Street City State Zip

Phone Number(s) _____ **Email address** _____

How did you hear about us? ESGWND Website Online Job Board Newspaper Walk-in Friend Other
Are you 18 years of age or older? Yes No

Are you legally eligible for employment in this country? Yes No
 (Proof of U.S. citizenship or immigration status will be required upon employment)

Have you ever been convicted of a felony in the last seven (7) years? Yes No
 (Such conviction may be relevant if job related, but does not bar you from employment!)

Have you lived in North Dakota continuously for the last five (5) years? Yes No
 If not, previous address _____
City State Zip Code

Have you ever been charged with abuse and/or neglect? Yes No

EMPLOYMENT DESIRED

Position _____ **Start Date:** _____ **Desired rate of pay:** _____

Please complete the "Hours of Availability" form that is part of the application.

Are you employed now? Yes No **May we contact your employer?** Yes No

Have you ever applied to Easter Seals Goodwill ND before? Yes No **Where?** _____ **When?** _____

Do you have a relative that works at Easter Seals Goodwill ND? Yes No **If so, who?** _____

EDUCATION

	Name and Location of School	Circle Last Year Completed	Did You Graduate?	Subjects Studied and Degree(s) Received
High School	_____	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
College	_____	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Trade, Business or Correspondence School	_____	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	

EMPLOYMENT HISTORY

List your last three (3) employers, assignments or volunteer activities, starting with the most recent, including military. If you need more space please write on a separate paper and attach it to the application.

From	To	Employer	Telephone ()
Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed and job responsibilities	
Reason for Leaving		Hourly Rate/Salary Start _____ Final _____	
From	To	Employer	Telephone ()
Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed and job responsibilities	
Reason for Leaving		Hourly Rate/Salary Start _____ Final _____	
From	To	Employer	Telephone ()
Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed and job responsibilities	
Reason for Leaving		Hourly Rate/Salary Start _____ Final _____	
From	To	Employer	Telephone ()
Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed and job responsibilities	
Reason for Leaving		Hourly Rate/Salary Start _____ Final _____	

PROFESSIONAL REFERENCES

Name	Address	Telephone	Years known
		Home () Work ()	
		Home () Work ()	
		Home () Work ()	

It is understood and agreed upon that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and/or separation from the employer's service if I have been employed. Furthermore, I understand that just as I am free to resign at any time, the employer reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of the employer has the authority to make any assurances to the contrary.

I GIVE THE EMPLOYER THE RIGHT TO INVESTIGATE ALL REFERENCES AND TO SECURE ADDITIONAL INFORMATION ABOUT ME, IF JOB RELATED. I HEREBY RELEASE FROM LIABILITY THE EMPLOYER AND ITS REPRESENTATIVES FOR SEEKING SUCH INFORMATION AND ALL OTHER PERSONS, CORPORATIONS OR ORGANIZATION FOR FURNISHING SUCH INFORMATION.

Signature of Applicant _____ Date _____



HOURS OF AVAILABILITY

Name: _____
 (Please Print)

Position: _____
 (Store or Regional Office)

Please note what days and hours you are available to work.

DAY	AM		PM	
	FROM	TO	FROM	TO
SUNDAY	_____	_____	_____	_____
MONDAY	_____	_____	_____	_____
TUESDAY	_____	_____	_____	_____
WEDNESDAY	_____	_____	_____	_____
THURSDAY	_____	_____	_____	_____
FRIDAY	_____	_____	_____	_____
SATURDAY	_____	_____	_____	_____

Additional Comments: _____
