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Have you ever been convicted of a felony or misdemeanor crime? Yes  No

If yes, please list all adult convictions including felony and misdemeanor convictions. Do not include minor traffic violations. Do not disclose information pertaining to sealed or expunged conviction records.

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(Note: A conviction is not an automatic bar to employment. Each case is considered in relation to the position applied for.)

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### EDUCATION

School	Name & Address	When Did You Graduate?	Major or Courses of Study
High School			
College or University			
Graduate School			

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### GENERAL INFORMATION

List any additional skills and knowledge which relates to your ability to perform the job for which you have applied such as licenses, certifications, professional memberships, computer knowledge, and special interests. Omit any organizations which may indicate reference to race, color, age, religion, disability, national origin or veteran status.

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## EMPLOYMENT HISTORY

Please fill out this section completely. Do not indicate "refer to resume." Please list all work experience, starting with your current or most current employer. Resumes are accepted as supplemental information.

If additional information is attached, please check here.

<b>Present Employer:</b>		<b>Job Title:</b>	
<b>Address:</b>		<b>Job Duties:</b>	
<b>Telephone Number</b>	<b>Immediate Supervisor:</b>	<b>Beginning Salary/Hourly Rate:</b> \$	<b>Final Salary/Hourly Rate:</b> \$
<b>Dates Employed:</b> <b>From:</b> <b>To:</b>		<b>Reason for Leaving:</b>	
May we contact this employer? Yes <input type="checkbox"/> No <input type="checkbox"/>			

<b>Employer:</b>		<b>Job Title:</b>	
<b>Address:</b>		<b>Job Duties:</b>	
<b>Telephone Number</b>	<b>Immediate Supervisor:</b>	<b>Beginning Salary/Hourly Rate:</b> \$	<b>Final Salary/Hourly Rate:</b> \$
<b>Dates Employed:</b> <b>From:</b> <b>To:</b>		<b>Reason for Leaving:</b>	
May we contact this employer? Yes <input type="checkbox"/> No <input type="checkbox"/>			

<b>Employer:</b>		<b>Job Title:</b>	
<b>Address:</b>		<b>Job Duties:</b>	
<b>Telephone Number</b>	<b>Immediate Supervisor:</b>	<b>Beginning Salary/Hourly Rate:</b> \$	<b>Final Salary/Hourly Rate:</b> \$
<b>Dates Employed:</b> <b>From:</b> <b>To:</b>		<b>Reason for Leaving:</b>	
May we contact this employer? Yes <input type="checkbox"/> No <input type="checkbox"/>			

<b>Employer:</b>		<b>Job Title:</b>	
<b>Address:</b>		<b>Job Duties:</b>	
<b>Telephone Number</b>	<b>Immediate Supervisor:</b>	<b>Beginning Salary/Hourly Rate:</b> \$	<b>Final Salary/Hourly Rate:</b> \$
<b>Dates Employed:</b> <b>From:</b> <b>To:</b>		<b>Reason for Leaving:</b>	
May we contact this employer? Yes <input type="checkbox"/> No <input type="checkbox"/>			

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## REFERENCES

List three people not related to you whom you have known at least one year and who have knowledge of your current/recent work performance (professional references).

<b>Name:</b>	<b>Address:</b>	
<b>Telephone Number:</b>	<b>Relationship:</b>	<b>Years Known:</b>

<b>Name:</b>	<b>Address:</b>	
<b>Telephone Number:</b>	<b>Relationship:</b>	<b>Years Known:</b>

<b>Name:</b>	<b>Address:</b>	
<b>Telephone Number:</b>	<b>Relationship:</b>	<b>Years Known:</b>

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## **AUTHORIZATION: Please read and understand this statement before signing your application:**

I certify that the facts contained in this application are true and complete to the best of my knowledge. I further understand that, if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein. I release from any and all liability all the references and employers listed above who provide information concerning my previous employment and any other information, personal or otherwise, to Houses into Homes. This application will expire in 60 days. After that date, I understand that my status as an applicant will end. I may re-apply for employment in the future by completing a new application. This application is not an employment agreement.

Houses into Homes, in considering my application for employment, may verify the information set forth on this application and obtain additional background information relating to my background. I authorize all persons, schools, companies, corporations, and law enforcement agencies to supply any information concerning my background.

**I fully understand and accept all terms and conditions in the above statement.**

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

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

**PRINT NAME:** \_\_\_\_\_