

**APPLICATION FOR EMPLOYMENT**  
**I.J. AND JEANNÉ WAGNER JEWISH COMMUNITY CENTER**  
2 North Medical Drive, Salt Lake City, Utah 84113  
t801.581.0098 • f801.581.0718 • www.sljcc.org

Please fully and accurately complete each question. Incomplete applications may not be considered. Qualified applicants receive equal consideration. No question is asked for the purpose of excluding any applicant due to race, color, national origin, religion, age, sex, disability, or any other factor prohibited by law or requirement. **THE I.J. AND JEANNÉ WAGNER IS AN EQUAL OPPORTUNITY EMPLOYER.**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home #: \_\_\_\_\_ Business #: \_\_\_\_\_

Cellular #: \_\_\_\_\_ email: \_\_\_\_\_

Position desired: \_\_\_\_\_ Date available to begin work: \_\_\_\_\_

List job benefits, other than wages, you expect or want in order of importance:

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

Describe your prior experience related to this work: \_\_\_\_\_

Describe any formal schooling or training related to this work: \_\_\_\_\_

List any licenses, certificates or professional affiliations you may have: \_\_\_\_\_

List any special skills you may have (computer, machine operator, etc.): \_\_\_\_\_

List any hobbies, special interests or sports in which you are involved: \_\_\_\_\_

How did you hear about this job opportunity? (JCC Website, Friend, Indeed.com, etc.): \_\_\_\_\_

**FOR DRIVING JOBS ONLY:** Do you have a valid driver's license? Yes \_\_\_\_\_ No \_\_\_\_\_  
State: \_\_\_\_\_

Have you had your driver's license suspended or revoked in the last three years? Yes \_\_\_\_\_ No \_\_\_\_\_

Please explain: \_\_\_\_\_

**AVAILABILITY FOR WORK** - please check each item that applies and all items that apply.

Type of work:  Part time  Full time  Temporary or short term

Shifts or time of day  Early Morning  Afternoon  Evening  Graveyard  Weekends (Including Sundays)

Will work overtime on occasion if necessary  Will work extra days if necessary

Are you now or do you expect to be engaged in any other business, employment or schooling? If yes, please describe: \_\_\_\_\_

Do you have any other commitments that will affect your work schedule? If yes, please describe: \_\_\_\_\_

**PRESENT EMPLOYMENT:**

Are you presently employed? \_\_\_\_\_ Do you have to give advance notice to your present employer? \_\_\_\_\_

May we contact your present employer for a reference? \_\_\_\_\_

**PERSONAL**

If requested, would you be willing to take a drug/alcohol screening exam before and/or after employment as a condition of employment? \_\_\_\_\_

Are you at least 18 years old? \_\_\_\_\_ if hired, can you furnish proof that you are eligible to work in the U.S.? \_\_\_\_\_

Have you ever worked for or applied at the JCC prior to today? \_\_\_\_\_ Have you ever been discharged for cause? \_\_\_\_\_

Please explain: \_\_\_\_\_

Have you ever been refused a surety bond or even had one cancelled? \_\_\_\_\_

Please explain: \_\_\_\_\_

Have you ever been convicted of any law violations, except a minor traffic violation? (A criminal record does not automatically bar employment) \_\_\_\_\_

Please explain: \_\_\_\_\_

Have you ever been disciplined for absenteeism? \_\_\_\_\_

Please explain: \_\_\_\_\_

Have you ever been disciplined for tardiness? \_\_\_\_\_

Please explain: \_\_\_\_\_

**EDUCATION AND TRAINING**

	School Name and Location	Years Attended	Did you receive Diploma	GPA	Major Subject(s)	Special Courses
High School or GED		XXXXXXXXXX XXXXXXXXXX				
College or University						
Graduate School						
Other Education						

**EMPLOYMENT HISTORY**

Give a complete account of your employment. BEGIN ON THE FIRST LINE WITH YOUR PRESENT OR MOST RECENT POSITION AND WORK BACK

Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Main duties \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Starting pay \_\_\_\_\_ Leaving pay \_\_\_\_\_

What did you like about this job? \_\_\_\_\_

What did you dislike about this job? \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Main duties \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Starting pay \_\_\_\_\_ Leaving pay \_\_\_\_\_

What did you like about this job? \_\_\_\_\_

What did you dislike about this job? \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Main duties \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Starting pay \_\_\_\_\_ Leaving pay \_\_\_\_\_

What did you like about this job? \_\_\_\_\_

What did you dislike about this job? \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Other positions (including periods of military/public service) please describe:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

APPLICANT AGREEMENT (Read carefully before signing.) All information provided by me is true and correct to the best of my knowledge. I understand omissions or misrepresentations may result in rejection of my application or, if employed, may result in subsequent dismissal. I hereby authorize any former employer, person, school, firm or corporation listed hereon, including this company, to answer any and all questions related to employment and agree to release from liability and hold all persons harmless for giving any and all truthful information within their knowledge or records. I understand this is a preliminary application and not a contract to employ me. Furthermore, in the event I am employed, my employment shall be completely voluntary and may be terminated at will at any time by either myself or the company. I understand that no one other than the company president has authority to enter into any employment agreement to the contrary. I agree to take a job related physical examination or a drug/alcohol test when requested. I agree to comply with all rules of the company as a condition of employment. In the event the company advances me money or other things of value, I agree to repay the company and also that any amount still owing may be deducted from my final paycheck.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_