

APPLICATION FOR EMPLOYMENT

I.J. AND JEANNÉ WAGNER JEWISH COMMUNITY CENTER

2 North Medical Drive, Salt Lake City, Utah 84113
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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: _____ Salary or pay you expect: _____ 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: _____

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: _____