



JEVS
helping people help themselves

Application for Employment

Jewish Employment and Vocational Service

We are an Equal Opportunity Employer and comply with all applicable Federal, State and local laws concerning discrimination in employment. No question in this application is intended to elicit information in violation of any such law. Nor will any information obtained in response to any question be used in violation of such law.

PLEASE TYPE OR PRINT IN INK **DATE** **S.S. #**

NAME

CURRENT ADDRESS **STREET** **CITY** **STATE** **ZIP CODE** **HOME PHONE**
()

EMERGENCY CONTACT **(RELATION)** **HOME PHONE**
()

ARE YOU OVER THE AGE OF 18? **HAVE YOU LIVED IN PENNSYLVANIA FOR THE PAST 2 YEARS?** **HOW WERE YOU REFERRED TO JEVS?**
 YES NO YES NO

POSITION APPLIED FOR: FULL TIME **CAN YOU VERIFY YOUR LEGAL RIGHT TO WORK IN THE U.S.?** YES NO
 PART TIME

SALARY DESIRED: **HAVE YOU EVER WORKED FOR JEVS?** **IF YES, WHEN AND WHERE?**
 YES NO

HAVE YOU EVER APPLIED TO JEVS? **IF YES, WHEN AND WHERE?**
 YES NO

LIST ANY RELATIVES OR FRIENDS WORKING FOR THIS ORGANIZATION:

NAME	RELATIONSHIP
_____	_____
_____	_____

HAVE YOU EVER BEEN CONVICTED OF A CRIME, EXCLUDING SUMMARY OFFENSES?
IF YES, PLEASE DESCRIBE IN FULL DETAIL YES NO

DO YOU CERTIFY THAT YOU HAVE NO HISTORY OF OR CONVICTION FOR VIOLENT CRIME?
IF NO, PLEASE DESCRIBE IN FULL DETAIL YES NO

DO YOU CERTIFY THAT YOU HAVE NO HISTORY OF, OR WERE NEVER DISMISSED FROM, EMPLOYMENT DUE TO ABUSE OF CLIENTS OR RESIDENTS? IF NO, PLEASE DESCRIBE IN FULL DETAIL YES NO

WORK EXPERIENCE
(List Most Recent Experience First)

NAME AND ADDRESS OF EMPLOYER	STARTING POSITION	ENDING POSITION
<hr/> <hr/>		
EMPLOYED FROM: MO ___ YR ___ TO: MO ___ YR ___ PHONE NUMBER: () IS THIS A SOCIAL SERVICE AGENCY? <input type="checkbox"/> YES <input type="checkbox"/> NO	SUPERVISOR'S NAME/TITLE <hr/> SALARY Beginning: Ending:	REASON FOR LEAVING <hr/>
<hr/> <hr/>		
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	SUPERVISOR'S NAME/TITLE		REASON FOR LEAVING
	SALARY		
	Beginning:	Ending:	

RECORD OF EDUCATION

Name and Address of School	Graduated		Type of Degree/diploma Received or expected	Grade Average	Major/Minor Fields Of Study
	YES	NO			
High School (Last Attended)					
Colleges/ Universities					
Graduate School					
Other (Business, Technical Secretarial, Etc.)					

LIST ANY LICENSES OR CERTIFICATIONS YOU POSSESS:

LIST ANY SPECIAL TRAININGS, SKILLS OR ABILITIES YOU HAVE THAT DIRECTLY RELATE TO THE POSITION FOR WHICH YOU ARE APPLYING:

DO YOU POSSESS A VALID, CURRENT DRIVER'S LICENSE (ONLY FOR JOBS REQUIRING DRIVING A VEHICLE)? YES NO

DRIVER'S LICENSE NUMBER AND STATE _____

APPLICANT'S CERTIFICATION - Please read carefully before signing	
<p>I CERTIFY THAT THE ANSWERS GIVEN BY ME TO THE FOREGOING QUESTIONS AND THE STATEMENTS MADE BY ME IN THIS APPLICATION ARE CORRECT AND COMPLETE. I UNDERSTAND THAT IF I BECOME EMPLOYED, A MISREPRESENTATION OR OMISSION OF FACT IN THIS APPLICATION MAY RESULT IN MY DISCHARGE FROM EMPLOYMENT.</p> <p>I AUTHORIZE THE COMPANY, AS PART OF ITS EVALUATION OF MY SUITABILITY FOR EMPLOYMENT, TO CONTACT ALL SCHOOL OFFICIALS, REFERENCES, AND MY PREVIOUS SUPERVISORS TO SECURE INFORMATION CONCERNING MY SKILLS, CHARACTER AND ABILITY.</p> <p>I FURTHER ACKNOWLEDGE AND AGREE THAT NO MANAGER OR REPRESENTATIVE OF THE AGENCY HAS ANY AUTHORITY TO ENTER INTO ANY EMPLOYMENT AGREEMENT OR TO MAKE ANY ORAL REPRESENTATION WHICH I MAY RELY.</p> <p>I UNDERSTAND AND AGREE THAT, IF I AM EMPLOYED, I WILL BE AN AT - WILL EMPLOYEE AND THE AGENCY MAY TERMINATE MY EMPLOYMENT AT ANY TIME AND FOR ANY OR NO REASON WITHOUT PRIOR NOTICE.</p>	
APPLICANT'S SIGNATURE	DATE