

# APPLICATION FOR EMPLOYMENT



NAME <small>(last, first, middle)</small>	SOCIAL SECURITY #	DATE
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ADDRESS	CITY & STATE	ZIP	PHONE #
			CELL #

If hired, can you furnish proof that you are legally permitted to work in the U.S. YES <input type="checkbox"/> NO <input type="checkbox"/>	Are You Over 18? YES <input type="checkbox"/> NO <input type="checkbox"/>
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Have you applied to this organization before? If YES, when? _____ <input type="checkbox"/> NO	How did you hear about All Faiths Food Bank?
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Were you ever terminated or have you ever resigned for being late? YES <input type="checkbox"/> NO <input type="checkbox"/>	Were you ever terminated for any kind of violence? YES <input type="checkbox"/> NO <input type="checkbox"/>
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Have you ever been arrested for or convicted of a felony or a misdemeanor involving dishonesty or violence? If yes, please indicate whether you were convicted and explain the circumstances behind the arrest or conviction. Answering yes to this question will not automatically disqualify you from employment. We will evaluate your individual response in determining your suitability for employment.  
YES  NO

Have you ever been terminated or resigned in lieu of termination for dishonesty; an act of violence; harassment, discrimination, or retaliation based on an individual's membership in a protected class; or some other non-performance based reason? If so, please explain.  
YES  NO

Do you have any commitments with another employer that might affect your employment with All Faiths Food Bank?  
If YES, Explain. \_\_\_\_\_

Preferred Position	Desired Salary \$	Date Available for Work
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Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/>	Driver's License # (May be required in position for which you are applying) # _____ State _____ Do you hold a CDL: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes: <input type="checkbox"/> Class A <input type="checkbox"/> Class B # years CDL experience: _____
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EDUCATION: See attached Resume					
School Name and Location	Dates of Attendance		Date Graduated	Major	Diploma/Degree Awarded
High School	From	To			
College(s)					
Graduate/Other Education					

List special accomplishments, publications, awards (Exclude those which may disclose your race, color, religion or national origin)


**EMPLOYMENT BACKGROUND(List Most Recent Employer First) See ATTACHED Resume**

Employer Name and Address	Supervisor	Telephone
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Position and Duties
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Start Date	End Date	Reason for Leaving
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Employer Name and Address	Supervisor	Telephone
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Position and Duties
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Start Date	End Date	Reason for Leaving
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Employer Name and Address	Supervisor	Telephone
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Position and Duties
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Start Date	End Date	Reason for Leaving
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Employer Name and Address	Supervisor	Telephone
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Position and Duties
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Start Date	End Date	Reason for Leaving
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May we contact the employers listed? YES <input type="checkbox"/> NO <input type="checkbox"/>	If not, which ones should we <u>not</u> contact?
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**REFERENCES (List three individuals who can attest to your professional abilities/work accomplishments.) See attached References**

Name	Address	Telephone	Occupation

Membership (in Professional or Civic Organizations)	
Organization	Office Held

**PROFICIENCIES (List any valid professional certifications, licenses, any languages, other than English, that you speak, read or write.)**

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List all computer software that you have a working knowledge of:

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**VOLUNTARY SELF-IDENTIFICATION QUESTION**

All Faiths Food Bank is subject to certain governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, All Faiths Food Bank invites applicants to voluntarily self-identify their race or ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

White     Black/African American     Asian     Latino/Hispanic     American Indian/Alaska Native  
 Native Hawaiian/Other Pacific Islander     Two or More Races     Prefer Not to Respond

I certify that the information contained in this application is correct to the best of my knowledge and understand that any falsification, misrepresentation or omission on this application is grounds for refusal to hire, or if hired, dismissal. I authorize any of the persons or organizations referenced in this application to give All Faiths Food Bank any and all information concerning my previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered by this application and release all such parties and All Faiths Food Bank from all liability for any damage that may result from furnishing such information. I authorize All Faiths Food Bank to request and receive such information.

If employed, I understand that I will be an employee "at will" and All Faiths Food Bank or I may terminate my employment relationship at any time with or without notice for any reason.

If employed, I agree to comply with All Faiths Food Bank rules, regulations and policies, and acknowledge that these rules, regulations and policies may be changed, interpreted, withdrawn, or supplemented any time, and without prior notice to me.

I acknowledge that any offer of employment, or my acceptance of an employment offer, if such is to occur, may be withdrawn, with or without cause, and with or without prior notice, at any time, at the option of All Faiths Food Bank or myself. I understand that this application and any other documents which I may receive are not contracts of employment. I further understand that no representative of All Faiths Food Bank other than the Executive Director has any authority to enter into any agreement for employment for any specified period of time or to assure any other personnel action, either prior to commencement of employment or after I have become employed, or to assure any benefits or terms and conditions of employment, or make any agreement contrary to the foregoing.

This application is current for only 60 days. At the conclusion of this time, if I have not heard from All Faiths Food Bank, and still wish to be considered for employment, it will be necessary to fill out a new application.

***All Faiths Food Bank embraces a philosophy that recognizes and values diversity. Our goal is to attract, develop, retain and promote a talented diverse workforce in a culture where all employees will contribute to their fullest potential.***

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date