



# Neighbors Building Neighborhoods

# Employment Application

## Applicant Information

Full Name:		Date:	
Address:			
Phone:		Email Address:	
Desired Position:		Desired Salary: \$	Date Available:
Social Security Number:			
Are you authorized to work in the United States?		Yes	No
Have you ever worked for this company?	Yes	No	If yes, when? Date: / /20
Have you ever been convicted of a felony?	Yes	No	If yes, explain:
Special skills:		Other information:	

## Education

High School:		Did you graduate?
College:		Did you graduate?
Degree:		
Other:		

## References

Please list three professional references

Full Name:		Relationship:	
Company:		Phone:	
Address:			
Full Name:		Relationship:	
Company:		Phone:	
Address:			
Full Name:		Relationship:	
Company:		Phone:	
Address:			

## Employment History

Company:		Phone:	
Address:		Supervisor:	
Job Title:	Responsibilities:		
Starting Salary: \$	Hour    Week Annual	Ending Salary: \$	Hour    Week Annual
Start Date: Ending Date:	Reason for leaving:		
May we contact your supervisor for a reference?			
Company:		Phone:	
Address:		Supervisor:	
Job Title:	Responsibilities:		
Starting Salary: \$	Hour    Week Annual	Ending Salary: \$	Hour    Week Annual
Start Date: Ending Date:	Reason for leaving:		
May we contact your supervisor for a reference?			
Company:		Phone:	
Address:		Supervisor:	
Job Title:	Responsibilities:		
Starting Salary: \$	Hour    Week Annual	Ending Salary: \$	Hour    Week Annual
Start Date: Ending Date:	Reason for leaving:		
May we contact your supervisor for a reference?			

## Military Service

Branch:	Start Date: Ending Date:
Rank at discharge:	Training received:

## Disclaimer & Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature:	Date:
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# Background Check Authorization

Print Name: \_\_\_\_\_

Former Name(s) and Dates Used: \_\_\_\_\_

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

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

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Drivers License Number/State: \_\_\_\_\_

The information contained in this application is correct to the best of my knowledge. I hereby authorize **Neighbors Building Neighborhoods (NBN)** and its designated agents and representatives to conduct a comprehensive review of my background causing a consumer report and/or an investigative consumer report to be generated for employment and/or volunteer purposes. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to the following areas: history, education background, character references; drug testing, civil and criminal history records from any criminal justice agency in any or all federal, state, county jurisdictions; driving records, birth records, and any other public records.

I further authorize any individual, company, firm, corporation, or public agency (including the Social Security Administration and law enforcement agencies) to divulge any and all information, verbal or written, pertaining to me, to **Neighbors Building Neighborhoods** or its agents. I further authorize the complete release of any records or data pertaining to me which the individual, company, firm, corporation, or public agency may have, to include information or data received from other sources. **NBN** and its designated agents and representatives shall maintain all information received from this authorization in a confidential manner in order to protect the applicants personal information, including, but not limited to, addresses, social security numbers, and dates of birth.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Neighbors Building Neighborhoods

Promoting positive change