

EMPLOYMENT APPLICATION

The college is committed to equal opportunity and is dedicated to a policy of nondiscrimination in employment based on race, color, age, sex, sexual orientation, disability, or national origin.

Date _____

PERSONAL INFORMATION

Name _____
last first middle

If any of your employment or education was under a different name, please indicate and provide the name.

Address _____
street city state zip

Phone No. _____ Social Security No. _____

Are you a U.S. Citizen? Yes No If not, are you legally authorized to work in the U.S.? _____

Have you ever been convicted of a criminal offense? _____ What charge? _____ When? _____
(A conviction will not necessarily disqualify you from the job for which you have applied.)

EMPLOYMENT DESIRED Full Time Part Time *Applications are only accepted for current openings.*

Position _____ Date you can start _____

Are you currently employed? Yes No If so, may we inquire of your present employer? Yes No

Have you ever applied for employment at Lafayette College before? Yes No When? _____

EMPLOYMENT HISTORY *Start with present or most recent employer and work backward.*

Dates Month and Year	Name and Address of Employer and Your Supervisor	Job Title and Duties	Reason for Leaving
From			
To			
From			
To			
From			
To			
From			
To			

EDUCATION	School Name and Location	No. Years Completed	Did you graduate?	Diplomas, Certificates, Degrees, Major Subject
Grammar School			Yes <input type="checkbox"/> No <input type="checkbox"/>	
High School			Yes <input type="checkbox"/> No <input type="checkbox"/>	
College			Yes <input type="checkbox"/> No <input type="checkbox"/>	
Trade, Business, or Correspondence School				

Do you have experiences, training, skills, licenses, or certificates that will be helpful in the job for which you are applying?

REFERENCES Give three references other than relatives and previous employers who can tell us about your background.

Name	Address and Phone Number	Position/Business	Years Known

I certify that the information provided in this application is accurate and complete. I give my permission to Lafayette College to verify and investigate any and all information provided in this application. I also authorize my current and former employers, educational institutions, references, and any other persons and entities referred to in this application, to provide information to Lafayette College for employment-related purposes. I also give my consent to educational institutions that I have attended to disclose and provide to Lafayette College for employment-related purposes, transcripts containing information about me such as my courses of study, grades, credits, rank, and degrees conferred. I understand and agree that if I have provided any inaccurate, misleading, or incomplete information in this application or during the application process, such as during interviews, my application for employment will be rejected and, if I am hired, my employment will be terminated.

I understand and agree that this application does not contain or imply any promise that I will be hired by Lafayette College, and that if I am hired, it does not contain or imply any promise that I will be employed by Lafayette College for any period of time or duration. I also understand and agree that, if I am hired, nothing in this application requires Lafayette College to have any cause or reason to terminate my employment.

signature

date