



YWCA Silicon Valley Employment Application

Name _____ Date _____
Print Last First Middle Maiden

Present Address _____
Street City, State Zip Length there

Previous Address _____
Street City, State Zip Length there

Phone number () () _____
Day Evening Fax/e-mail

Position Applied for _____ Employment Type Desired _____ Hours _____
Full-time or Part-time

Currently Employed? _____ May we contact your present employer? _____ Date Available _____
yes/no yes/no

Have you applied with this company before? _____ Date _____ Who referred you? _____
yes/no

If employed, can you submit verification of your legal right to work in the US? _____

Are you at least 18 years of age? _____ Salary Desired _____
yes/no

EDUCATION	NAME AND LOCATION OF SCHOOL	YEARS ATTENDED	FIELD OF STUDY
High School		Do not complete dates for High School Did you graduate? yes/no	
College		Did you graduate? yes/no	
Vocational/other		Did you graduate? yes/no	

Special skills, education or certifications _____

Please provide three (3) professional references. Include name, phone number, relationship to you.

Please complete this section entirely. Resume can not be used in lieu of completing this section. List former employers below, starting with the most current.

Dates to/from	Name & Address of Employer	Supervisor & Telephone Number	Title	Responsibilities	Reason for Leaving
To: From:	Name Address	Supervisor Name Phone	Position Title		
To: From:	Name Address	Supervisor Name Phone	Position Title		
To: From:	Name Address	Supervisor Name Phone	Position Title		
To: From:	Name Address	Supervisor Name Phone	Position Title		

I hereby certify that all statements given by me on this application are true and correct without omission and that any misstatement I have made may result in dismissal. I further authorize YWCA to investigate my past record at anytime and I agree that YWCA, previous employers, schools, etc. shall not be held liable in any respect if any employment offer is not tendered, withdrawn or employment is terminated due falsified statements and answers on this application form. If I am employed, I understand that additional personal data will be requested for determination of benefit eligibility and for statistical purposes. I understand that if accepted by YWCA, my employment is on an "At-Will" basis, either myself or YWCA may end the employment relationship at any time for any reason, or for no reason, with cause or with-out cause. This application is not a contract, nor is it intended to create a contract. I hereby acknowledge and agree that I have read the above statement and have understood it.

Sign name Date

Print name