



Application for Employment

Full Time - Part Time - Volunteer / Work-Study - Tutor

Thank you for your interest in PLUK. Please note that it is important you complete all parts of the application. If you have no information to enter in a section, please write N/A.

If you need any accommodations to participate in the application or interview process, please let us know.

| For Office Use Only | |
|---------------------|-------|
| Received | _____ |
| References Checked | _____ |
| Date Reviewed | _____ |

Name and Address

| | | |
|---|-----------------|---------------|
| Name (First, MI, Last) | | Date of Birth |
| Mailing Address | | |
| City, State, and Zip Code | | |
| Telephone | Alternate Phone | Email |
| Emergency Contact <i>(Include phone number and relationship to you)</i> | | |

Days/Hours Available to Work

(please enter hours available beneath day checked)

| | | | | | |
|--|------------------------------------|------------------------------------|---|-----------------------------------|---------------------------------|
| <input type="checkbox"/> No Preference | <input type="checkbox"/> Monday | <input type="checkbox"/> Tuesday | <input type="checkbox"/> Wednesday | <input type="checkbox"/> Thursday | <input type="checkbox"/> Friday |
| I am seeking: <i>(check all that apply)</i> | <input type="checkbox"/> Full-time | <input type="checkbox"/> Part-time | <input type="checkbox"/> Volunteer / Work-Study | <input type="checkbox"/> Tutor | |
| How many hours can you work weekly? | | | Date available to begin | | |

Additional Information

| | | |
|--|------------------------------|-----------------------------|
| Have you ever been employed by this organization in the past? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| I certify that I am a U.S. citizen, permanent resident, or a foreign national with authorization to work in the United States. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Have you ever been convicted of, or entered a plea of guilty, no contest, or had a withheld judgment to a felony? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If Yes, please explain: | | |

Education History

High School

| School | Location (City and State) | Years Completed | Major | Degree or Diploma |
|--------|------------------------------|--------------------|-------|----------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

College or Business / Trade School

| School | Location (City and State) | Years Completed | Major | Degree or Diploma |
|--------|------------------------------|--------------------|-------|----------------------|
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| | | | | |
| | | | | |

Work Experience

Please list all work experience beginning with your most recently held job. Attach additional sheets if necessary. Please include your résumé with this application if you have one.

| | | |
|--|-------------------------|-----------------|
| Company | Name of last supervisor | |
| Address | Start Date | Starting Salary |
| City, State, and Zip Code | End Date | Ending Salary |
| Phone Number | Ending Job Title | |
| Reason for leaving (be specific) | | |
| List the jobs you held, duties performed, skills used or learned, and advancements or promotions while you worked at this company. | | |
| May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Company | Name of last supervisor | |
| Address | Start Date | Starting Salary |
| City, State, and Zip Code | End Date | Ending Salary |
| Phone Number | Ending Job Title | |
| Reason for leaving (be specific) | | |
| List the jobs you held, duties performed, skills used or learned, and advancements or promotions while you worked at this company. | | |
| May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |

Work Experience (continued)

| | | |
|--|-------------------------|-----------------|
| Company | Name of last supervisor | |
| Address | Start Date | Starting Salary |
| City, State, and Zip Code | End Date | Ending Salary |
| Phone Number | Ending Job Title | |
| Reason for leaving (be specific) | | |
| List the jobs you held, duties performed, skills used or learned, and advancements or promotions while you worked at this company. | | |
| May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |

References

Please list two non-family references. Please list one employer reference, if possible.

| | | |
|------|--------------|--------------|
| Name | Relationship | Phone Number |
| | | |
| Name | Relationship | Phone Number |
| | | |

Please Read Before Signing:

I understand that:

- The information that I have provided may be verified, and I give permission to PLUK to make inquiry of others, which may include a criminal background check to determine my suitability to act as a PLUK volunteer/employee.
- In the course of volunteering for PLUK, I may be dealing with confidential information, and I agree to keep such information in the strictest of confidence.
- The relationship between PLUK and volunteers is an “at will” arrangement and may be terminated at any time without cause by either the volunteer/employee or PLUK.
- I grant PLUK permission to use my likeness, voice, and words in television, radio, film, or in any form to promote activities of PLUK.

Signature

Date

Signature of Parent or Guardian if volunteer/employee is a Minor

Date
