



APPLICATION FOR EMPLOYMENT

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation for the application and/or interview process should contact a representative of the school.

Position for which applying: _____ Date: _____
 Name: _____ SS number: _____
 Street Address: _____ City, State: _____ Zip: _____
 Home Phone: _____ Cell phone: _____ Email: _____
 Referral Source: _____

If you are under 18, and it is required, can you furnish a work permit? (check one) Yes or No

Are you legally eligible for work in this country? (check one) Yes or No

Have you been employed here before? (check one) Yes or No

Desired salary: \$ _____ Driver's license #: _____ Date available for work: _____

Have you ever been charged with a felony or misdemeanor other than a minor traffic violation? (check one) Yes or No

(Affirmative response to this question does not necessarily eliminate you from further consideration.)

If yes, please provide date and details: _____

EMPLOYMENT HISTORY:

Beginning with your present and most recent employer, list all employers for whom you have worked in the past 10 years.

Also, please attach a resume.

<p>Employer Name: _____ Employer phone number: _____ Employer _____ Location: _____ Dates of employment: _____ Supervisor Name and Title: _____ Job responsibilities _____ Pay rate: _____ Reason for leaving: _____ May we contact? <input type="checkbox"/> Yes or <input type="checkbox"/> No If no, reason: _____</p>
<p>Employer Name: _____ Employer phone number: _____ Employer _____ Location: _____ Dates of employment: _____ Supervisor Name and Title: _____ Job responsibilities _____ Pay rate: _____ Reason for leaving: _____ May we contact? <input type="checkbox"/> Yes or <input type="checkbox"/> No If no, reason: _____</p>
<p>Employer Name: _____ Employer phone number: _____ Employer _____ Location: _____ Dates of employment: _____ Supervisor Name and Title: _____ Job responsibilities _____ Pay rate: _____ Reason for leaving: _____ May we contact? <input type="checkbox"/> Yes or <input type="checkbox"/> No If no, reason: _____</p>

(Please list all employers. Use additional sheets if necessary.)



EDUCATION:

School / College / University	Location	Dates	Major and Degree

SKILLS AND QUALIFICATIONS:

Certificate / License #: _____ State: _____	Date issued: _____	Type: _____
Certificate / License #: _____ State: _____	Date issued: _____	Type: _____

U.S. Military Service (Branch): _____ Service Number: _____

Other training, certificates, etc: _____

Other scholastic honors, awards, research, publications, or special recognitions: _____

Hobbies, Special Interests: _____

REFERENCES:

Please list name, company, title and telephone number of three business/work references who are not related to you.

1. _____
2. _____
3. _____

APPLICANT STATEMENT:

I certify that all information I have provided in order to apply for and secure work with Lawrence School is true, complete and correct. I am aware that any false statement will be sufficient for denial of employment or dismissal from Lawrence School employment, if hired.

I expressly authorize, without reservation, Lawrence, its representatives, employees, or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees, or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that Lawrence does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on a basis prohibited by applicable local, state, or federal law.

I understand that this application remains current only for 60 days. At the conclusion of that time, if I have not heard from Lawrence and still wish consideration for employment, it will be necessary to re-apply and fill out a new application.

This application does not constitute an agreement or contract for employment.

NOTE: Do not sign until you have read the above applicant statement.

I certify that I have read, fully understand and accept the terms of the foregoing statement.

Signature of applicant: _____ Date: _____

