# **EMPLOYMENT APPLICATION**

Boys & Girls Clubs of Oklahoma County, Inc considers candidates for all positions on the basis of qualifications and without regard to race, color, religion, sex, national origin, age, marital status, veteran status, disability and any other legally protected status.

## APPLICANT INFORMATION

Last Name:	First Na	me: Middle Initial: Date:			
Street Address:		Apartment/Unit #:			
City:		State: Zip:			
Phone Number:		E-Mail:			
Date Available:	Desired Salar	/:/Hour or/Annualized			
Position Applied For:					
Do you have reliable transportation?	□Yes □No				
Are you eligible to work in the U.S.?	□Yes □No	Proof of citizenship or immigration status will be required upon employment.			
Have you ever worked for BGCOKC?	□Yes □No	If yes, when?			
Have you ever been convicted of a felony*?	'□Yes □No	If yes, explain:			
*Disclosure of a criminal record does not automatically disqualify you from employment consideration. Each case will be judged on its own merits based on the job-relatedness, nature and severity of the conviction and how long ago it occurred.					

## EDUCATION

High School: Did you graduate? □Yes □No □GED	Address:
College: Did you graduate? □Yes □No	Address:
Other: Did you graduate? □Yes □No	Address:

#### **PROFESSIONAL REFERENCES**

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



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### PREVIOUS EMPLOYMENT

company.		Phone:	
Address:		Supervisor:	
Job Title:		Starting Salary: \$	Ending Salary: \$
Responsibilities:			
Employed From:	То:	Reason for Leaving:	
May we contact your previous	s supervisor for a reference	ce? □Yes □No	
Company:		Phone:	
Address:		Supervisor:	
Job Title:		Starting Salary: \$	Ending Salary: \$
Responsibilities:			
Employed From:	То:	Reason for Leaving:	
May we contact your previous	s supervisor for a reference	ce? □Yes □No	
Company:		Phone:	
Address:		Supervisor:	
Job Title:		Starting Salary: \$	Ending Salary: \$
Responsibilities:			
	То:	Reason for Leaving:	
Employed From:			
Employed From: May we contact your previous	s supervisor for a reference	ce? □Yes □No	

Branch:	 _ From:	То:
Rank at Discharge:	 Type of Discharge:	
If other than honorable, explain:		

### DISCLAIMER AND SIGNATURE

I certify that the answers given on this application are true and complete to the best of my knowledge. I also authorize investigation of all statements contained in this application as may be necessary in arriving at an employment decision. I understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge the employee at any time without cause. It is further understood that this "at will" relationship may not be changes by any written documentation or by conduct unless the change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my interview or interviews may result in discharge. I understand that I am required to abide by all rules and regulations of the employer.

Signature of candidate:

Date: \_

