

The Lewis Chatman Academy

**APPLICATION FOR EMPLOYMENT**

(Pre-employment Questionnaire) (An Equal Opportunity Employer)

**PERSONAL INFORMATION**

DATE \_\_\_\_\_

NAME \_\_\_\_\_

LAST

FIRST

MIDDLE

PRESENT ADDRESS \_\_\_\_\_

STREET

CITY

STATE

ZIP

PERMANENT ADDRESS \_\_\_\_\_

STREET

CITY

STATE

ZIP

**PHONE NO.**

**E-MAIL:**

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS? YES \_\_\_\_\_ NO \_\_\_\_\_

**EMPLOYMENT INFORMATION**

POSITION \_\_\_\_\_ DATE YOU CAN START \_\_\_\_\_ SALARY DESIRED \_\_\_\_\_

ARE YOU EMPLOYED NOW? YES \_\_\_\_\_ NO \_\_\_\_\_

IF SO CAN WE INQUIRE OF YOUR PRESENT EMPLOYER? YES \_\_\_\_\_ NO \_\_\_\_\_

HAVE YOU EVER APPLIED TO THIS COMPANY BEFORE? YES \_\_\_\_\_ NO \_\_\_\_\_

WHICH LOCATION? MARKET ST. \_\_\_ AUBURN ST. \_\_\_ HALEDON AVE. \_\_\_ WHEN? \_\_\_\_\_

REFERRED BY \_\_\_\_\_

EDUCATION	NAME AND LOCATION OF SCHOOL	NO. OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL				
HIGH SCHOOL				

<b>COLLEGE</b>				
<b>TRADE, BUSINESS OR CORRESPONDENCE SCHOOL</b>				

**GENERAL**

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK

---



---



---

**SPECIAL SKILLS**

---



---



---

**ACTIVITIES (CIVIC, ATHLETIC, ETC.):**

---



---



---

EXCLUDE ORGANIZATIONS, THE NAME OF WHICH INDICATES THE RACE, THE CREED, SEX, AGE, MARITAL STATUS, COLOR, OR NATURE OF ORIGIN OF ITS MEMBERS.

U.S. MILITARY OR NAVAL SERVICES \_\_\_\_\_ RANK \_\_\_\_\_

PRESENT MEMBERSHIP, NATIONAL GUARD, OR RESERVES

---

FORMER EMPLOYERS (LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST).

DATE, MONTH, AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM / TO				
FROM / TO				

<b>FROM / TO</b>				
------------------	--	--	--	--

WHICH OF THESE JOBS DID YOU LIKE THE BEST? \_\_\_\_\_

WHAT DID YOU LIKE THE MOST ABOUT THIS JOB? \_\_\_\_\_

**REFERENCES:** GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

<b>NAME</b>	<b>ADDRESS</b>	<b>BUSINESS</b>	<b>YEARS ACQUAINTED</b>
<b>1)</b>			
<b>2)</b>			
<b>3)</b>			

HAVE YOU EVER BEEN CONVICTED OF A CRIME OR DISORDERLY PERSON OFFENSE? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES DESCRIBE \_\_\_\_\_

I HAVE RECEIVED A CHILD ABUSE RECORD INFORMATION (CARI) FORM AND I HAVE GIVEN PERMISSION FOR A CARI. CHECK YES \_\_\_\_\_

I HAVE RECEIVED AND READ THE DYFS INFORMATION TO PARENT DOCUMENT. CHECK YES \_\_\_\_\_

I HAVE RECEIVED AND READ THE CENTER'S POLICY ON DISCIPLINING. CHECK YES \_\_\_\_\_

Employee Signature \_\_\_\_\_

Date: