

GOODWILL CENTRAL COAST APPLICATION FOR EMPLOYMENT

Equal Opportunity Employer

Applicant: This application will be used to determine your qualifications for openings we currently have. All information should be **printed** clearly unless otherwise requested. Resumes will **not** be accepted in place of a completed application. **Incomplete applications will not be considered for employment.**

Position Applying For:		Date of Application:
Name (Last, First, Middle)		Email Address
Present Street Address	City	State
		Zip
Telephone #	Home	Message
Do you have proof of your legal right to work in the U.S.? Yes No	Can you provide proof of age and a work permit if under 18 years of age? Yes No	Are you related to a current Goodwill employee? Yes No
Please check the type and area which you will accept in a job. Check at least one in each category. Do not check those which you are not sure you are willing to accept.		Indicate days and hours you are available to work.
TYPE OF JOB		Date available to start.
full-time part-time temporary	COUNTY	Rate of pay required.
	Santa Cruz Monterey San Luis Obispo	
EMPLOYMENT HISTORY:		
Are you currently employed? Yes No May we contact your present employer? Yes No Were you previously employed by us? Yes, When? _____ No		
Start with your present or last job. Include any job-related military service assignments and volunteer activities.		
1) Name & Address of Employer		Telephone No:
Job Title		Dates Employed From to
Supervisor's Name	Supervisor's Title	Reason for Leaving
2) Name & Address of Employer		Telephone No:
Job Title		Dates Employed From to
Supervisor's Name	Supervisor's Title	Reason for Leaving
3) Name & Address of Employer		Telephone No:
Job Title		Dates Employed From to
Supervisor's Name	Supervisor's Title	Reason for Leaving
4) Name & Address of Employer		Telephone No:
Job Title		Dates Employed From to
Supervisor's Name	Supervisor's Title	Reason for Leaving
5) Name & Address of Employer		Telephone No:
Job Title		Dates Employed From to
Supervisor's Name	Supervisor's Title	Reason for Leaving

For cash handling positions: Do you know any reason why you could not be bonded?

No Yes If Yes, explain: _____

SPECIAL SKILLS, TRAINING AND QUALIFICATIONS: Summarize special job-related skills, specialized training or apprenticeship skills, foreign languages and/or qualifications acquired from employment or other experience not previously listed. You may exclude organizations or information which indicate race, color, religion, gender, national origin, disability or age. _____

EQUIPMENT AND TOOLS: List any equipment and/or tools you can use which may be helpful in the job for which you are applying. _____

EDUCATION: Circle highest grade completed: 8 9 10 11 12 / College/University 1 2 3 4 / Graduate Work Yes No

Name & Location of School	Degree/Certificate	Course/Major
High School _____		
Vocational/Business _____		
College/University _____		

PERSONAL REFERENCES: Give name and telephone number of three references who are not related to you and are not previous employers.

1. _____
2. _____
3. _____

How were you referred to Goodwill Central Coast? _____

CERTIFICATE OF APPLICATION (Read carefully before signing)

I hereby certify that the information contained in this application is true and correct. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer or, if I am hired, my dismissal from employment.

I authorize the Company to make any investigation of my work, scholastic and driving record, if applicable to the position.

I authorize the Company, now or at any time while I am employed, to conduct a criminal history background investigation and receive any criminal history record information pertaining to me which may be in the files of any federal, state or local criminal justice agency in any state.

If I accept employment with Company, I agree and authorize to have the cost of my background investigation deducted from my first pay check.

In consideration of my employment, I agree to conform to the rules and standards of the Company, as amended by the Company from time to time at its discretion. I further agree that my employment and compensation can be terminated at will, with or without cause, and with or without notice, at any time, either at my option or at the option of the Company. I understand and acknowledge that neither I nor the Company have entered into any contract of employment, expressed or implied.

I understand that, by signing below, I agree to a Company-paid physical examination which may be required for the positions for which I have applied. I further understand that employment is contingent upon passing such an examination.

I also understand that the Company reserves the right, at its discretion, to request that I submit to a drug/alcohol test, and that my employment is conditioned on both taking, and successfully passing, such tests.

I also understand that all offers of employment are conditioned on the provision of satisfactory proof of identity and legal authority to work in the United States.

Signature of Applicant

Date