

EMPLOYMENT APPLICATION

Please complete this application by typing or printing in ink.

Employer _____

Job Order # _____ **Job Title** _____

PERSONAL DATA

Full Name _____

Present Address _____
Street / P.O. Box City State Zip Code

Phone _____ **Email Address** _____

EDUCATION

High School Diploma/GED Yes No

| | Name | Location | Phone | Diploma/Degree/Specialization |
|--|-------------|-----------------|--------------|--------------------------------------|
|--|-------------|-----------------|--------------|--------------------------------------|

| | | | | |
|--------------------|-------|-------|-------|-------|
| High School | _____ | _____ | _____ | _____ |
|--------------------|-------|-------|-------|-------|

| | | | | |
|---------------------------|-------|-------|-------|-------|
| College/University | _____ | _____ | _____ | _____ |
|---------------------------|-------|-------|-------|-------|

| | | | | |
|-------------------------------|-------|-------|-------|-------|
| Courses & Training | _____ | _____ | _____ | _____ |
|-------------------------------|-------|-------|-------|-------|

WORK EXPERIENCE *(List most recent work experience first.)*

Company Name _____ **Immediate Supervisor** _____

Company Address _____
Street / P.O. Box City State Zip Code

Job Title _____ **Phone** _____

Job Description (duties, skills, equipment used)

Dates _____ **Reason for Leaving** _____
From (mm/yy) To (mm/yy)

WORK EXPERIENCE

Company Name _____ **Immediate Supervisor** _____

Company Address _____
Street / P.O. Box City State Zip Code

Job Title _____ **Phone** _____

Job Description (duties, skills, equipment used)

Dates _____ **Reason for Leaving** _____
From (mm/yy) To (mm/yy)

WORK EXPERIENCE

Company Name _____ Immediate Supervisor _____

Company Address _____
Street / P.O. Box City State Zip Code

Job Title _____ Phone _____

Job Description (duties, skills, equipment used)

Dates _____ Reason for Leaving _____
From (mm/yy) To (mm/yy)

ADDITIONAL INFORMATION

Other Relevant Experience

Licenses, Certificates, special skills, etc.

REFERENCES (References should have experience with your work history.)

| Name | Location | Phone |
|-------|----------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Signature _____ Date _____

Name of Community: _____

Business Name: _____ CFA ID: _____

Control Number _____

FAMILY INCOME FORM

The employment position for which you are applying has been made available with financial assistance from _____ (Name of Community) using Federal Community Development Block Grant Funding. As a result, the employer is required to obtain the following information:

Name: _____ Job Title: _____

Address: _____

INSTRUCTIONS

Determine your family size by counting yourself and each family member who **currently** resides with you within the same housing unit. A family member is a person who is related to you by birth, marriage, or adoption. Circle the appropriate family size below. Next, total the income from all sources received during the last calendar year (January - December) by yourself and each member of your family who **currently** resides with you. Income includes wages, salaries, tips, business income, interest, dividends, the taxable portion of pensions and annuities, IRA distributions, rents, royalties, partnerships, unemployment compensation, and social security; less alimony paid and unreimbursed employee business expenses calculated consistent with IRS Form 2106. Compare this total to the figure listed for the circled family size and indicate which range your family income falls within by checking the appropriate box.

My Family Income is (check one)

| Family Size (Circle) | <30% Median | 30-50% Median | 50-80% Median | >80% Median |
|----------------------|-------------|---------------|---------------|-------------|
| 1 | | _____ | _____ | |
| 2 | | _____ | _____ | |
| 3 | | _____ | _____ | |
| 4 | | _____ | _____ | |
| 5 | | _____ | _____ | |
| 6 | | _____ | _____ | |
| 7 | | _____ | _____ | |
| 8 | | _____ | _____ | |

9 or more _____ Actual Income \$ _____

- Race:** White Black/African American Asian American Indian/Alaskan Native
 Native Hawaiian/Other Pacific Islander American Indian/Alaskan Native and White Asian and White
 Black/African American and White American Indian/Alaskan Native and Black/African American
 Other Multi-Racial Hispanic*

Ethnicity

* Hispanic - HUD has designated Hispanic as an ethnic group. A person should be identified as both a member of a racial group and an ethnic group when this ethnic group is selected

- Female Head of Households Elderly Persons Disabled Persons

Currently Employed? Yes or No (circle)

The information provided herein will be confidential and will only be used to provide statistical data required under the Community Development Block Grant program. It is subject to verification pursuant to the rules and regulations of the Office of Community Renewal and the U.S. Department of Housing and Urban Development.

I certify that the information provided herein is true to the best of my knowledge.

Signature _____

Date _____