



Mukogawa Fort Wright Institute

4000 West Randolph Road • Spokane, Washington • 99224-5279 • (509) 328-2971 • FAX (509) 325-6540

APPLICATION FOR EMPLOYMENT

Please Print

Application Date: _____

Name: _____
First Middle Last

Address: _____
(Street, City, State & Zip)

Telephone: (Check which preferred)

Home: _____ Business: _____

Message: _____

Social Security No.: _____ Drivers License No.: _____ State _____

Position Applied For: _____ Full Time/Part Time/Seasonal/Other (circle one)

Date Available: _____

Referral Source: Employment Agency Newspaper Ad Walk-in
 School/College Employee Referral Other _____

Have you ever applied for a position with us? Yes No If "yes", when? _____

Have you ever been employed by us? Yes No If "yes", when? _____

Are you related to anyone working here? Yes No If so, please state name & relationship

Are you currently employed? Yes No _____
(If "yes", list current employer)

Are you over the age of 18? Yes No

If you are applying for a position involving evening or weekend work, can you fulfill such scheduling requirements? Yes No

Are you legally allowed to work in the US? Yes No

Do you have a reliable method of transportation? Yes No How? _____

Have you ever been convicted of a criminal offense? Yes No

Nature of offense: _____
(An affirmative answer will not automatically disqualify you from being considered for employment.)

EMPLOYMENT HISTORY

Start with most recent employer

Employer	Telephone
Address	From To
Name of Supervisor	Pay Rate
Job Title	Reason for Leaving
Duties	

Employer	Telephone
Address	From To
Name of Supervisor	Pay Rate
Job Title	Reason for Leaving
Duties	

Employer	Telephone
Address	From To
Name of Supervisor	Pay Rate
Job Title	Reason for Leaving
Duties	

Employer	Telephone
Address	From To
Name of Supervisor	Pay Rate
Job Title	Reason for Leaving
Duties	

EMPLOYMENT HISTORY

Additional Inquiries Concerning Employment History

1. May we contact your present employer? Yes No
- Previous employers? Yes No
- Please identify any exceptions and reasons for not contacting. _____
- _____
- _____

2. In order to permit a check of your work and education records, should we be made aware of any change of name or assumed name that you previously used? Yes No
- If "yes", identify name(s) and relevant dates _____

3. Have you ever been dismissed or forced to resign from any employment? Yes No
- If "yes" please explain _____
- _____

REFERENCES

(Indicate references that have first-hand knowledge of you character, ability to work effectively with people, & other professional abilities)

Name	Address	Occupation	Phone

MILITARY EXPERIENCE

- Were you a member of the U.S. Armed Forces? Yes No If yes, what branch? _____
- Type of discharge: _____ Reserve Status: _____
- Describe any training received relevant to the position for which you are applying: _____
- _____
- _____

EDUCATION

	High School	College/University	Graduate/Professional
School Name and Location			
Years Completed	9 10 11 12	1 2 3 4 5	1 2 3 4
Diploma/Degree			
Describe Course of Study			

Describe Specialized Training, Apprenticeship, Skills and Extra-Curricular Activities _____

Honors Received: _____

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I understand neither this document nor any offer of employment from the employer constitute an employment contract unless a specific document to that effect is executed by the employer and employee in writing.

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

Applicant's Signature

Date