

APPLICATION FOR VA WORK-STUDY & COLLEGE ASSISTANT

PERSONAL INFORMATION

NAME: _____ D.O.B: ____/____/____
LAST FIRST MIDDLE INTL

ADDRESS: _____ CITY/ST/ZIP: _____
STREET

HOME TELEPHONE NO. : (____) _____ WORK NO. : (____) _____

SOCIAL SECURITY NO. : _____

EMPLOYMENT INFORMATION

What position are you applying for? _____

What is your availability for work?

9 AM – 2 PM 2 PM – 6 PM Any Time Except: _____

Have you worked for this company before? NO YES, From _____ TO _____

Are you legally able to work in the United States? NO YES

Are you 18 years of age or older? NO, I'm _____ YES

Are you related to anyone who currently works our company? NO YES

If so, _____ who is my _____.
NAME RELATIONSHIP

Have you ever been convicted of a felony? NO YES

If yes, give a brief description, including date(s):

EDUCATION

NAME & ADDRESS OF SCHOOLS ATTENDED	FROM	TO	GRADE COMPLETED	DEGREE/ MAJOR
HIGH SCHOOL:				
COLLEGE:				
OTHER				COURSE

EMPLOYMENT HISTORY

List each job held. Start with your present or last job. Also include voluntary and /or part time work experience.

May we contact your current employer for a reference? NO YES

COMPANY/LOCATION	DATES	JOB TITLE	JOB DUTIES	REASONS FOR LEAVING

SKILLS

List any special job related skills that you have which may relate to the position for which you are applying (such as word processing skills, computer skills, etc.)

PROFESSIONAL/ PERSONAL REFERENCES

NAME	ADDRESS	PHONE NO.	OCCUPATION

READ THE FOLLOWING CAREFULLY

Information that I have provided on this application is true and correct to the best of my knowledge. Any false statement or deliberate omission of information of facts will be justification for refusal of employment, or if employed, termination.

I understand that if I am employed, my employment is for no specific term. I further understand that my employment is terminable, with or without notice, at the will of either myself or the company. This means that I can resign at any time and for any reason, and the Company may terminate my employment at any time and for any reason not prohibited by law.

Applicant's Signature

Date