



Making The Difference For
Individuals With Special Needs

Placer ARC
522 Vernon Street, Roseville, CA 95678
(916) 781-3016

EMPLOYMENT APPLICATION

An Equal Opportunity Employer

NAME _____
LAST FIRST MIDDLE
ADDRESS _____
PHONE _____ SOC. SEC. # _____

Is your age under 18? _____ If yes, do you have a work permit? _____
Do you have a legal right to work in the U.S.A.? _____
Do you have documentation for this? _____

JOB INTEREST

POSITION DESIRED _____
Other positions for which you are qualified _____

PART TIME _____ FULL TIME _____ TEMPORARY _____ REGULAR _____
DATE AVAILABLE _____ Preferred Hours _____
Have you worked for the ARC before? _____ If yes, FROM: _____ TO: _____
Do you have relatives, or live with anyone, who works for ARC? _____ If so, who? _____
If employed in this position, would you be in a supervisory or subordinate role to a relative? _____

EDUCATION AND TRAINING

List all education or training with present or most recent first.

CIRCLE HIGHEST GRADE COMPLETED	6	7	8	9	10	11	12	13	14	15	16	16+
SCHOOL NAME	LOCATION					COURSE/DEGREE						

HIGH SCHOOL

LIST RELEVANT COMPUTER EQUIPMENT AND SOFTWARE, OFFICE EQUIPMENT OR HEAVY DUTY EQUIPMENT YOU CAN USE...STATE YOUR SKILL LEVEL OR EXPERIENCE.

This Employer complies with federal and state law prohibiting discrimination in employment because of sex, age, race, color, religion, marital status, national origin, ancestry, medical condition or physical handicap, and other protected categories which are now named or may be added in the future.

© Copyright, Personnel Management Offices; Roseville, CA (916) 773-7228
Appfr105 Personnel Forms Package

EMPLOYMENT HISTORY

Please list all employment for the last 10 years, beginning with the present of most current first.
(Account for periods between jobs)

DATE	NAME & ADDRESS-EMPLOYER	1. JOB TITLE 2. DEPARTMENT 3. NAME OF SUPERVISOR 4. SUPERVISOR'S TELEPHONE NUMBER	DESCRIBE MAJOR DUTIES	WAGES	REASON FOR LEAVING
From _____ Month Year		1.		Starting	
To _____ Month Year		2.		\$ _____ per _____	
Hours per week?		3.		Final	
		4.		\$ _____ per _____	
From _____ Month Year		1.		Starting	
To _____ Month Year		2.		\$ _____ per _____	
Hours per week?		3.		Final	
		4.		\$ _____ per _____	
From _____ Month Year		1.		Starting	
To _____ Month Year		2.		\$ _____ per _____	
Hours per week?		3.		Final	
		4.		\$ _____ per _____	
From _____ Month Year		1.		Starting	
To _____ Month Year		2.		\$ _____ per _____	
Hours per week?		3.		Final	
		4.		\$ _____ per _____	
From _____ Month Year		1.		Starting	
To _____ Month Year		2.		\$ _____ per _____	
Hours per week?		3.		Final	
		4.		\$ _____ per _____	
From _____ Month Year		1.		Starting	
To _____ Month Year		2.		\$ _____ per _____	
Hours per week?		3.		Final	
		4.		\$ _____ per _____	

Have you been convicted of a felony in the last seven years? _____ YES _____ NO (A prior conviction will not necessarily bar employment)

PRE-EMPLOYMENT STATEMENT

I authorize investigation of all statements in this application.

I further understand that any misrepresentation or omission of facts given, may be cause for discharge, if hired.

I accept that as a matter of ARC policy, employment is at the will of the employee and the employer, and may be terminated at anytime with or without notice.

APPLICANTS SIGNATURE _____ DATE _____

© Copyright, Personnel Management Offices; Roseville, CA (916) 773-7228

Appfr105 Personnel Forms Package