

Lewis County Opportunities, Inc.  
**Application For Employment**



*An Equal Opportunity Employer*

**PLEASE PRINT**

Last Name	First Name	Middle Initial	Other Former Names	
Address		City	State	Zip Code
Telephone Number(s) Home (    )                      Work (    )			Date of Application	
Position(s) for which you are applying:				
How did you learn about us?				

Are you at least 18 years of age?                      Yes    No

Have you ever filed an application with us before?    Yes    No    If yes, when? \_\_\_\_\_

Are you related to an employee presently working at Opportunities, or an Opportunities Board Member?    Yes    No    If yes, whom? \_\_\_\_\_  
 Relationship: \_\_\_\_\_

Are you currently employed?                      Yes    No

Are you eligible to lawfully be employed in the United States?    Yes    No    If offered employment, proof of citizenship or immigration status will be required before hiring.

On what date would you be available to work? \_\_\_\_\_

What type of employment are you interested in?                       Full Time                       Part Time

Have you ever been convicted of a criminal offense?    Yes    No    (A criminal conviction will not necessarily disqualify an applicant.)  
 If yes, please explain:

---



---



---

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation?    Yes    No



# EMPLOYMENT HISTORY

Please list your last three (3) employers, assignments or volunteer activities, starting with your most recent. Please include military experiences. Be sure to explain any gaps in employment in the comments section below.

Employer	Dates Employed		Hourly Rate/Salary	
	From	To	Starting	Ending
Address				
Telephone Number ( ) -		What were your job responsibilities?		
Job Title				
Immediate Supervisor/Title		Reason for leaving		

Employer	Dates Employed		Hourly Rate/Salary	
	From	To	Starting	Ending
Address				
Telephone Number ( ) -		What were your job responsibilities?		
Job Title				
Immediate Supervisor/Title		Reason for leaving		

Employer	Dates Employed		Hourly Rate/Salary	
	From	To	Starting	Ending
Address				
Telephone Number ( ) -		What were your job responsibilities?		
Job Title				
Immediate Supervisor/Title		Reason for leaving		

Comments (including explanation of any gaps in employment).

---



---



---



---



---



---

## NON-DISCRIMINATION STATEMENT

Opportunities does not discriminate because of race, creed, religion, age, gender, color, national origin, marital status, disability, genetic predisposition or carrier status, sexual orientation, union or political affiliation in regard to recruitment, employment, upgrading, demotion, re-assignment, transfer, advertising, lay off, termination, rates of pay, or other compensation, selection for training or any other benefit or condition of employment.

## APPLICATION STATEMENT

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

I authorize investigation of all information contained in the application for employment as may be necessary in arriving at a decision to offer employment; including contacting my present and previous employers.

This application for employment shall be considered active for a period of time not to exceed one (1) year. An applicant wishing to be considered for employment beyond this time should inquire whether or not applications are being accepted at that time.

I hereby acknowledge that, if hired, any employment relationship with Lewis County Opportunities, Inc., is of an "at will" nature, which means the Employee may resign at any time and the Employer may terminate its employment relationship with the Employee at any time with or without cause. It is further understood this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of Lewis County Opportunities, Inc.

In the event of employment I understand that false or misleading information given in my application or interviews(s) may result in termination. I also understand that, if hired, I am required to abide by all rules and relations of the Employer.

---

Signature of Applicant

---

Date

### FOR OFFICE USE ONLY

Position Interviewed For:	
Date Interviewed:	
Interviewed By:	
Action Taken:	
Date Applicant Notified:	