



What date are you available to start work? \_\_\_\_\_

Please tell us briefly why you want this job \_\_\_\_\_

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EDUCATION: Please list the school where you achieved the highest level of education

Name of school \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Graduation date: \_\_\_\_\_

Highest grade completed: Elementary \_\_\_\_\_ High school \_\_\_\_\_ Some college \_\_\_\_\_  
Associate degree \_\_\_\_\_ Bachelor degree \_\_\_\_\_ Graduate degree \_\_\_\_\_ Trade school \_\_\_\_\_

Please tell us briefly about your skills and experience, any training you've had and any qualifications or awards you have achieved.

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EMPLOYMENT/WORK HISTORY: Please tell us about your previous work/employment.

Present or last position:

Employer \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Position title \_\_\_\_\_

Dates worked in this position: from \_\_\_\_\_ to \_\_\_\_\_

Responsibilities \_\_\_\_\_

Salary/wage \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

Previous positions held:

Employer \_\_\_\_\_ Position title \_\_\_\_\_

Dates: from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Employer \_\_\_\_\_ Position title \_\_\_\_\_

Dates: from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Any other work you want to tell us about (continue on a separate sheet if necessary)

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May we contact your present employer? Yes \_\_\_\_\_ No \_\_\_\_\_

#### References

Please provide name, address and phone numbers of people NOT related to you.

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

**\*\*\* IMPORTANT: Big Bend Hot Springs Project is a drug-free workplace. Employees and volunteers may not be stoned, drunk, buzzed, wasted, inebriated, intoxicated, or unsafe in any way during work hours. We have this policy for safety and liability reasons. \*\*\***

I certify that the information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future, if I am hired. I authorize the verification of any and all information listed above. I have read and understand the job description for the position I am applying for.

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Signature

Date

**IMPORTANT: Please submit a copy of a government issued photo ID with this application. If you have a resume or cover letter, those are always appreciated, too!**

**Please submit your application by email or regular post office mail. If you want to drop off your application in person, you will need to make an appointment first!**

**We celebrate diversity at Big Bend Hot Springs Project. Thank you for applying for work with us!**