



NEXT LEVEL COMMUNITY DEVELOPMENT CENTER INC.

EMPLOYMENT APPLICATION

Desired position: _____

Date of Availability: _____

PERSONAL INFO

Name: _____ Date: ____/____/____
Last First M.I.

Address: _____
Street City State Zip Code

Phone: (____) _____ E-mail Address: _____

Social Security ____ - ____ - ____ Date of Birth: ____/____/____ State you were born in ____

Are you a United States citizen? Yes No; If no, are you authorized to work in the United States? Yes No

Have you ever been convicted of a felony? Yes No; If yes, list charge & explain: _____

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EDUCATION

High School: _____ Did you graduate? Yes No Date ____
Name City State

College: _____ Major: _____ Minor: _____
Name City State

Did you graduate? Yes No; If yes, date? _____ Degree: _____

If no, what is your current classification? _____ Projected Graduation Date: _____

Other Education: _____ Did you graduate? Yes No
Name City State

Major: _____ Minor: _____

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SKILLS

Check all that apply & level of proficiency

Computer	Minimum	Average	Advance
PowerPoint			
Publisher			
Word			
Excel			

Presentation	No Experience	Some Experience	Lots of Experience
Teaching			
Facilitation			
Training			
Group Discussion Leader			

Please list any other skills or abilities that may contribute to you performing this job effectively.

PREVIOUS EMPLOYMENT

Please begin with most recent

Dates Employed	Company Name	City & State	Job Title

List job responsibilities and reason for leaving:

Dates Employed	Company Name	City & State	Job Title

List job responsibilities and reason for leaving:

Dates Employed	Company Name	City & State	Job Title

List job responsibilities and reason for leaving:

VOLUNTEER SERVICE

Dates of Service	Company Name	City & State	Position
1.			
2.			

REFERENCES

Name	Company	Position	Phone #
1.			
2.			

I authorize Next Level Community Development Center to contact the above references regarding employment. Yes No

Signature _____

Date _____

Disclaimer & Signature

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that I will be required undergo a background check, including fingerprinting and drug test. I understand that false or misleading information in my application or interview may result in my termination.

Signature: _____ Date: _____