





EMPLOYMENT HISTORY

List previous employer, beginning with the most recent or current employment

Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Position Held: \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Temporary \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

Name and Title of Supervisor: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

\_\_\_\_\_

Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Position Held: \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Temporary \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

Name and Title of Supervisor: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

\_\_\_\_\_

Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Position Held: \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Temporary \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

Name and Title of Supervisor: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_



EMPLOYMENT REFERENCES

List name, occupation, address, and telephone numbers of three references other than relatives

Name: \_\_\_\_\_  
(Last) (First)

Address: \_\_\_\_\_ Apt: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Occupation: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First)

Address: \_\_\_\_\_ Apt: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Occupation: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First)

Address: \_\_\_\_\_ Apt: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Occupation \_\_\_\_\_ Phone Number: \_\_\_\_\_



**APPLICANT'S CERTIFICATION AND AGREEMENT**

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I hereby affirm that my answers to the above questions are honest and valid, that I have accounted for all employed and unemployed time, and that I have not withheld any fact or circumstances that could, if disclosed, affect my application unfavorably. I understand that Drew University may contact my previous employers and references to determine the validity of the statements provided. I hereby authorize Drew University to make such investigations and inquiries into my employment and educational history and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools, and other persons from all liability in responding to inquiries connected with my application, and I specifically authorize the release of information by any schools, businesses, individuals, services or other entities listed by me in this form. I understand that expressing incorrect information or omitting important information will result in this application being void. I understand that my employment with Drew University would be voluntarily entered into, and I therefore would be free to resign at any time. I understand that Drew University is able to terminate an employment relationship at any time when it is in the best interest for Drew University. If hired, I recognize that there will be no contract of employment, express or implied. I understand that my relationship with Drew University as an employee will always be "at will", and this statement may not be amended orally and may only be modified in writing by an authorized person of Drew University to give assurances of continued employment. Should my services at Drew University be terminated after accepting employment, I understand that Drew University may supply, in confidence, to any prospective employer information regarding my employment at Drew University (title and dates of employments only).

I understand that in processing this employment application, Drew University may request that a background check and/or a consumer credit check be conducted, and I will be notified in compliance with the Fair Credit Reporting Act (FCRA), as appropriate. I understand that, after accepting employment, I will comply with the requirements of the Immigration and Reform Act of 1986 (IRCA) in completing an I-9 Eligibility Form.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Drew University is committed to seeking academic excellence while striving continuously to be a welcoming, diverse, and socially just campus. We aspire to provide an education that in content, scope and pedagogy embraces difference and promotes respect that extends beyond the classroom to all University spaces and to local and global communities. Diversity encompasses multiple dimensions, including, but not limited to, race, culture, nationality, ethnicity, geographic origin, class, sexual orientation, gender, disability, age, and religion. Our intent is to achieve a learning environment in which students, faculty, and staff understand the challenges, accomplishments, and perspectives of various groups of people, thus gaining a fuller understanding of themselves as well as how to engage in conversation spanning differences and commonalities. Achieving this vision is a fundamental commitment critical to Drew University's mission as an institution of higher learning.