



POSITION APPLYING FOR:

Last Name First Name Middle Home Telephone Business or Message Phone
Address City State Zip

Education

Name and Location of Last School Attended Major Units/Years Completed Degree, Diploma or Certificate

Employment Record (List present or most recent job experience first - include Armed Services, non-paid and volunteer work.)

Employer's Name & Address Type of Business Phone
From (Mo/Yr) Start Salary Job Title Reason for Leaving
To (Mo/Yr) End Salary Supervisor/Title

Job Duties (Describe in detail those similar to the job for which you are applying)

Employer's Name & Address Type of Business Phone
From (Mo/Yr) Start Salary Job Title Reason For Leaving
To (Mo/Yr) End Salary Supervisor/Title

Job Duties (Describe in detail those similar to the job for which you are applying)

Employer's Name & Address Type of Business Phone
From (Mo/Yr) Start Salary Job Title Reason For Leaving
To (Mo/Yr) End Salary Supervisor/Title

Job Duties (Describe in detail those similar to the job for which you are applying)

**Qualifications** Briefly describe how you are qualified for this position by virtue of your interests, aptitudes, education and experience. Where applicable to this position, include: California Drivers License, workshops, night school classes, seminars and similar training activities attended. List specialized skills such as editing for correct grammar; using a calculator or a coin counting machine; compiling regression analyses. Describe any equivalent experience include (volunteer and paid experience). (Attach additional page(s) if needed).

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Typing: _____ wpm	Ten-Key: _____ spm	Computer Platforms/Programs:
Other equipment you operate:		Licenses or Certificates:

**Please Read Carefully, and Sign Below**

Can you, after employment, submit verification of your legal right to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you under 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are You Presently Employed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	If you are under 18 years of age, can you at the time of employment submit a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No	May We Contact Your Present Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	May we contact your Former Employers? <input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment, shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery. \_\_\_\_\_  
initial

I hereby authorize the CSU, Bakersfield Foundation to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the CSU, Bakersfield Foundation any and all letters, reports and other information related to my work record, without giving me prior notice of such disclosure. In addition, I hereby release the CSU, Bakersfield Foundation, my former employers and all other persons, corporation, partnerships and associations from any and all claims, demands or liabilities arising out of, or in any way related to, such investigation or disclosure. \_\_\_\_\_  
initial

I understand that nothing contained in the application, or conveyed during the interview which may be granted, or during my employment, if hired, is intended to create an employment contract between me and the CSU, Bakersfield Foundation. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the CSU, Bakersfield Foundation, and that no promises or representations contrary to the foregoing are binding on the CSU, Bakersfield Foundation unless made in writing and signed by me and the CSU, Bakersfield Foundation designated representative. \_\_\_\_\_  
initial

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of non-job-related medical condition or disabilities. It is the CSU, Bakersfield Foundation's policy to hire only United States citizens and aliens lawfully authorized to work in the United States. All new employees must provide proof of identity and authorization to work. Prospective applicants with a disability may request and receive reasonable accommodation during the application and selection process.