

Application for Employment

Safe Harbor House

Print or Type
Check for errors and signature

Send to:
1001 S. Center St.
Springfield, Ohio 45506

General Information

Name (Last, First)	Work Telephone	Home Telephone	Email Address	
Mailing Address	City		State	Zip
How long have you lived at your current address?			Previous Address	
Can you provide proof, if hired, that you are eligible to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Are any of your relatives presently employed by Safe Harbor House? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Have you ever been convicted of a crime other than a minor traffic violation? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain: <i>Convictions are not an absolute bar on employment, but will be considered in relationship to the job requirements</i>				
How did you learn about this opening?				

Education and Training

Did you graduate from high school or receive a GED certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No				
School Name/Location (College, business/vocational, other)	Field		Graduate? Year?	Degree Earned
	Major	Minor		
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other education, training and skills: Computer skills: Related volunteer experience:				

License or Certification

License/Certification	State	Profession	License/Certification #	Expiration Date

Employment History (Please provide detail; do not use “see resume”)

- Start with your current or last job – include armed forces service or self employment
- Any change of job title under the same employer should be considered a separate position
- Complete page 3 if you have additional employment history

May we contact your current employer as a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable			
1.	Employer	Phone	Supervisor
Type of Business		Address	
Your Job Title		Dates Employed From To	Average hours worked per week
Duties:			
Salary (month) or Wage (hourly)		Reason for leaving	

2.	Employer	Phone	Supervisor
Type of Business		Address	
Your Job Title		Dates Employed From To	Average hours worked per week
Duties:			
Salary (month) or Wage (hourly)		Reason for leaving	

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