



Employment Application

Name: _____

SSN #: _____

Address: _____

Phone #: _____

Date Available for Work: _____

Salary Expected: _____

Are you a citizen of the United States or lawfully authorized to work in the U.S.? Yes No

EMPLOYMENT HISTORY

Dates (Mo/Yr)		Employer Name & Address	Position & Duties	Annual/Other Compensation
From	To			
		Reason for leaving:		
		Reason for leaving:		
		Reason for leaving:		
		Reason for leaving:		

EDUCATION

Schools	Name/Address of School	Dates Attended	Type of Course of Major	Graduated
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No
College		From:		<input type="checkbox"/> Yes <input type="checkbox"/> No
		To:		
Other		From:		<input type="checkbox"/> Yes <input type="checkbox"/> No
		To:		
Do you have any other professional designations or other certifications?				

CRIMINAL RECORD

Have you ever been convicted of a crime (other than a traffic offense)? Yes No

If so, when (a criminal conviction will not necessarily be a bar to employment)? _____

To help us evaluate your application, please describe the nature of your crime and your subsequent rehabilitation: _____

If you answered yes, are you currently on probation or parole as a result of a criminal conviction (other than a traffic offense)? Yes No

AGREEMENT (Please read the following statements carefully)

1. I understand that any employment will begin on a 90-day introductory basis and that my employment may be terminated, with or without cause or notice, at any time, at my option or at that of the Issaquah Historical Society (IHM).
2. If employed by the IHM, I will abide by its policies and procedures, which I understand are subject to change by the IHM.
3. I give the IHM permission to contact all of any of my previous employers, schools and professional references and authorize them to provide all information requested of them by the IHM. I understand that the IHM has the right to use and rely upon that information in relation to my application. I have provided truthful and complete responses to all inquiries in the application (and accompanying resume, if any). I understand that the discovery of any falsification or omission constitutes a ground for immediate dismissal.
4. I understand that the IHM may conduct a routine investigation concerning my employment background, criminal record, education and driving record. I understand that if employed by the IHM, the employment is contingent upon the IHM obtaining satisfactory references and background information, including but not limited to previous employment background, criminal record, education and driving record.
5. If employed by the IHM, I understand that Federal law requires me to present proof of identity and proof of my right to work in the United State within three working days of beginning employment.

Signature _____

Date _____