

**NORTH RALEIGH  
UNITED METHODIST PRESCHOOL**



Employment Application - Substitute

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Position applied for:			
Desired Salary	<input type="checkbox"/> Negotiable	<input type="checkbox"/> \$ _____	
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If yes, explain

EDUCATION					
<b>High School</b>			City, State		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
<b>College</b>			City, State		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
<b>Other</b>			City, State		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
<b>First Name</b>	Last Name
Relationship	Phone (    )
Address	
<b>First Name</b>	Last Name
Relationship	Phone (    )
Address	
<b>First Name</b>	Last Name
Relationship	Phone (    )
Address	

**PREVIOUS EMPLOYMENT**

<b>Company</b>		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If no, why:
<b>Company</b>		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If no, why?
<b>Company</b>		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If no, why?

**CERTIFICATIONS**


**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge. I have not given any false statement concerning my qualification requirements.

I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

NRUMP is an AA/EEOC Employer.

Signature	Date
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