



APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Mailing Address		City/State/Zip	
Phone		E-mail Address	
Position Applied for			Date Available to Start Work
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 worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain
Do you know anyone who works at ACCA?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, who, and what is your relationship?

EDUCATION/PROFESSIONAL TRAINING <i>Applicants selected for interviews must have transcripts available</i>			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

SPECIALIZED TRAINING/CERTIFICATES/LICENSES	
Training/Certificate/License	Date
Training/Certificate/License	Date
Training/Certificate/License	Date

WORK EXPERIENCE <i>Please include employment history here, starting with most recent employment, or attach resume with this information</i>			
Company		Phone ( )	
Address		Supervisor	
Job Title		From	To
Responsibilities			
May we contact this employer for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ( )	
Address		Supervisor	
Job Title		From	To
Responsibilities			
May we contact this employer for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

<b>WORK EXPERIENCE</b> (CONTINUED)			
Company	Phone ( )		
Address	Supervisor		
Job Title	From	To	
Responsibilities			
May we contact this employer for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company	Phone ( )		
Address	Supervisor		
Job Title	From	To	
Responsibilities			
May we contact this employer for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

**ADDITIONAL REQUIREMENTS**

The successful candidate must:

- \* Show proof of having completed educational degree stated on this application
- \* Successfully complete a state and federal criminal background check within 90 days of hire
- \* Provide 3 professional references.

<b>REFERENCES</b> <i>Please list three professional references</i>	
Full Name	Relationship
Company	Phone ( )
Address	
Full Name	Relationship
Company	Phone ( )
Address	
Full Name	Relationship
Company	Phone ( )
Address	

<b>DISCLAIMER AND SIGNATURE</b>	
By my signature below, I attest that all the information provided in this application is true, and that no pertinent omissions have been made.	
Signature	Date

**Non-Discrimination Policy:** No discrimination shall be made with regard to hiring, assignment, promotion, compensation or other conditions of staff employment because of race, religion, color, or national origin, or because of the person's age, physical or mental disability, sex, marital status, changes in marital status, pregnancy, or parenthood, except where permitted by law.

If you wish your application to remain active for a six month period, please provide the name of a person other than your spouse who will be able to provide us with your current address and/or phone number.		
Name: _____	Address: _____	Phone: _____