

**Application for Employment
Pearl River Valley Opportunity, Inc.**

County: _____

****"We are an equal opportunity, employment agency. We are dedicated to a policy of non-discrimination in employment or any basis including Race, creed, color, age, sex, religion, disabilities, or national origin."**

PERSONAL

Last Name	First Name	Middle	Date
Street Address			Home Telephone ()
City, State, Zip			Business/Cell Telephone
Have you ever applied for employment with us? () yes () No If yes: Month _____ and year _____ Location: _____			Email Address
Position Desired			Pay Expected
Apart from absence for religious observance, are you available for full-time work? () Yes () No If not what hours can you work?			When will you be available to begin work?
Are you legally eligible for employment in the United States? Yes () No ()			
Other special training or skills (language, machine operation, etc.)			
In case of emergency notify: Name:		Address _____ Phone: _____	
Referred by:			

EDUCATION

Circle Highest Grade Completed	Name of School	Location	Year	Graduated?
Grade School 1 2 3 4 5 6 7 8				() Yes () No
High School 1 2 3 4				() Yes () No
College 1 2 3 4				() Yes () No
Trade School 1 2 3 4				() Yes () No
Degree Awarded			Date:	
License of Certification			Date:	

EMPLOYMENT

****Please give accurate, complete full-time employment record. Start with your present or most recent employer.**

1

Company Name	Telephone ()
Address	Employed-(State month and year) From: To:
Name of Supervisor	Weekly pay Start: Last
State job title and describe your work	Reason for leaving

EMPLOYMENT**2**

Company Name	Telephone ()
Address	Employed-(State month and year) From: To:
Name of Supervisor	Weekly pay Start: Last
State job title and describe your work	Reason for leaving

EMPLOYMENT**3**

Company Name	Telephone ()
Address	Employed-(State month and year) From: To:
Name of Supervisor	Weekly pay Start: Last
State job title and describe your work	Reason for leaving

MILITARY

U. S. Military or Naval Service	Rank:	National Guard () Reserves ()
---------------------------------	-------	---------------------------------

**Membership in Professional or Civic Organizations
(Exclude those which may disclose your race, color
religion or national origin)**

REFERENCES

Name	Address	Occupation	Telephone

Signature

I certify that the information contained in this application is correct to the best of my knowledge, and I understand that falsification of this application in any detail is grounds for disqualification from further consideration or for dismissal, from employment in accordance with Pearl River Valley Opportunity, Inc.' rules and regulations, and understand that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at the option of either Pearl River Valley Opportunity, Inc. or myself. I further understand that no personnel recruiter or interviewer or other representative of the agency, other than the agency director or program director, has any authority to enter into any agreement for employment for any specified period of time.

I also understand that depending on the type of job for which I have applied, Pearl River Valley Opportunity, Inc. may conduct pre-employment drug and/or alcohol testing in accordance with the applicable state and federal laws regulating such testing. Further, I understand that if I am hired, I may be requested to submit to reasonable suspicions (for cause), random and follow-up testing and that if I test positive or if I refuse to take the test or sign the necessary testing forms, I will be subject to discipline including immediate termination. I also recognize that a confirmed positive test result or a refusal to take a test or sign the necessary forms before testing, may affect my eligibility for workers' compensation and unemployment insurance benefits, as well as the agency's fringe benefits.

Signature: _____

Date: _____

For Employer's Use Only**Reference Check**

References Checked? () Yes () No

Background Check? () Yes () No
Fingerprints () Yes () No

Former Employers Checked () Yes () No

Test Results

Test	Raw Score	Rating	Analysis and Comments

Interviewer Results

Interviewer's Name	Comments