



# Girl Scouts of Black Diamond Council

## APPLICATION FOR EMPLOYMENT

### Girl Scouts®

- Girl Scouts of Black Diamond Council is an equal opportunity employer. All applications for employment will be considered without regard to race, religion, color, sex, sexual orientation, age, national origin or ancestry, citizenship, disability, marital status, or veteran status.
- Conditions of employment are stated at the end of this form. Please read carefully before you sign this application. (Application must be completed in full even if attaching resume.)
- This application form will be considered current for 90 days only. At the end of this period, if you are still interested in employment, it will be necessary for you to reapply by completing a new application form.

### Personal Data

Last Name	First Name	Middle Name	Date of Application	
Address (Number and Street)	City	State	Zip Code	Area Code/Telephone No. (Day) (Evening)

**Position Desired and Location:** \_\_\_\_\_

**Education:** Highest level of education completed \_\_\_\_\_  
(degree/field of study, if applicable) \_\_\_\_\_

### Employment History

#### Present or Last Employer

Name of Employer	Title or Position			
Address	City	State	Zip Code	Area Code/Telephone No.
Employment Dates (Month/Year) From:                      To:	Name and Title of Immediate Supervisor			
Reason for leaving:	Duties:			

#### Previous Employer

Name of Employer	Title or Position			
Address	City	State	Zip Code	Area Code/Telephone No.
Employment Dates (Month/Year) From:                      To:	Name and Title of Immediate Supervisor			
Reason for leaving:	Duties:			

#### Previous Employer

Name of Employer	Title or Position			
Address	City	State	Zip Code	Area Code/Telephone No.
Employment Dates (Month/Year) From:                      To:	Name and Title of Immediate Supervisor			
Reason for leaving:	Duties:			

**Volunteer Activities** (You need not list organizations whose name or nature indicates your race, sex, national origin, age or religion.)

Organization	Position/Offices Held	Describe responsibilities and Services	No. of Yr.

**References** Applicants without recent employment experience, list persons other than relatives who know of your qualifications and/or background experience. Employers will be considered references.

Please indicate whether schooling or employment was under another name: \_\_\_\_\_

Applicants without recent employment experience list persons, other than relatives, who know of your qualifications and/or background experience.

Name	Profession	Area Code/Telephone Number	Business or Home Address
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		B ( ) H ( )	

I hereby authorize you to check all my educational references and the personal employment references as indicated below; I further authorize these references to release to you all information that they have about me (check all that apply):

Present employer \_\_\_\_\_ Present employer after accepting position \_\_\_\_\_  
 Previous employers \_\_\_\_\_ Additional references listed \_\_\_\_\_

Do you know of any reason why you would not be able to perform the essential functions of the job position for which you are applying with or without reasonable accommodation? Yes \_\_\_ No \_\_\_ Please describe:

Are you legally eligible to be employed in the United States? Yes \_\_\_ No \_\_\_ (Proof of identity and eligibility will be required upon employment.)

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

If yes, please state offense, date and location (a conviction record will not necessarily be cause for disqualification).

Are you available to work: Full-time  Days  Nights  Weekends ? If you cannot work full-time, please explain.

Any limitations on overtime? Yes  No . If you cannot work overtime, please explain.

I understand that this employment application and any other Girl Scout documents are not contracts of employment, and that any individual who is hired may voluntarily leave employment upon proper notice and may be terminated by Girl Scouts of Black Diamond council at any time. I understand that any oral or written statement to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or exiting employee.

I certify that my answers to the preceding questions are true and complete and that I have not knowingly withheld any information which might, if disclosed, affect my application unfavorably. I understand that any misrepresentation or omission of facts on this application will be cause for rejection of this application or dismissal after employment and that employment is subject to verification of references.

Signature \_\_\_\_\_

Date \_\_\_\_\_

3/09/lab