



## APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer - All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, sexual orientation or any other characteristic protected by law.

### PERSONAL INFORMATION

*Incomplete information could disqualify you from further consideration. Please complete all fields.*

Name

\_\_\_\_\_ Date \_\_\_\_\_

Address

\_\_\_\_\_

E-mail Address

\_\_\_\_\_

Home Phone # \_\_\_\_\_ Mobile Phone # \_\_\_\_\_

Are you eligible to work in the U.S? \_\_\_Yes \_\_\_No

Are you at least 18 years or older? (If no, you may be required to provide authorization to work.) \_\_\_Yes \_\_\_No

Have you ever been terminated from employment or asked to resign by an employer? \_\_\_Yes \_\_\_No

**If yes**, please provide company names and details

\_\_\_\_\_

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? \_\_\_Yes \_\_\_No

**EMPLOYMENT DESIRED**

Date you can start \_\_\_\_\_ Hourly Rate/Salary desired

\_\_\_\_\_

Position you are applying for:

\_\_\_\_\_

Are you currently employed? \_\_\_\_ If so may we inquire of your present employer?

\_\_\_\_\_

**REFERRAL SOURCE**

How did you hear about us? Walk In \_\_\_\_ Advertisement \_\_\_\_ Referral

Other \_\_\_\_\_

Have you ever worked for the URA before? \_\_\_\_ Yes

\_\_\_\_ No Explain \_\_\_\_\_

Do you know anyone who works for our company? \_\_\_\_ Yes \_\_\_\_ No If yes, who?

\_\_\_\_\_

**EDUCATION**

Name and location of school	No. of yrs. Attended	Degree Received	Subjects studied/Major
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High School

College or University

Trade, Business or Correspondence School

**EMPLOYMENT HISTORY** Include your last seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time. *Incomplete information could disqualify you from further consideration.*

From	To	Employer Name	Telephone
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Job Title	Address
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Immediate supervisor and title	Summarize the nature of work performed and job responsibilities
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Reason for leaving

From	To	Employer	Telephone
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Job Title	Address
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Reason for leaving

From To Employer Name Telephone

Job Title

Address

Immediate supervisor and title

Summarize the nature of work performed and job responsibilities

Reason for leaving

Do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for? If yes, explain.

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Computer Skills (please describe):

**REFERENCES** Give the names of three professional persons not related to you, whom you have known at least three (3) years.

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Name	Address, Phone, Email	Company	Years Acquainted
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**Please read carefully before signing.**

The URA is an equal opportunity employer. The URA does not discriminate in employment because race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for The URA to hire me. If I am hired, I understand that either The URA or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of The URA has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to The URA true and complete information on this application. No requested information has been concealed. I authorize The URA to contact references provided for employment background and reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE DATE SIGNED/DATED ABOVE.**