

Employer: Coastal Interpretive Center		Position applying for	
Personal Data			
Last Name:		Middle Initial:	First Name:
Street or mailing address		State:	Zip:
City:		Email:	
Home telephone number:		Cellular Number:	
Date you can start work:		Preferred days:	
Position Information (Mark X by Yes or No)			
Full Time	Yes	No	Notes:
Part Time	Yes	No	Notes:
Have you ever been convicted of a felony	Yes	No	Notes:
Do you agree to a background check	Yes	No	Notes:
Have you been told the essential functions of the job position	Yes	No	Notes:
Can you perform these essential functions of the job with reasonable accommodation	Yes	No	Notes:
Qualifications			
Education background (if you attended multiple schools, give name for school in which you received your degree/diploma)			
Type of school, organization	Degree/Year received	City/State	
High School Name:			
College/University Name:			
Graduate School Name:			
Other:			
Skills. list any special skills or experiences that may help you with this work and meet the mission of the Coastal Interpretive Center. Examples include computer software skills, research, docent work, register work, inventory, education and outreach			
Skills:			
Provide the names and contact information for three references.			
Name/relationship	Phone	City/State	Email
Work History: Start with most recent and work back for 3 most recent or relevant jobs			
Position One		Start date - End date (Month/Day/Year)	
Job Title:			
Company Name:			
City:	Supervisor's Phone Number	Supervisor's Name	
State/Zip:			
Duties			
Reason for leaving			
May we contact this employer, circle one: (Y) (N)		Starting Salary:	Ending Salary:

Position Two			
Job Title:		Start date - End date (Month/Day/Year)	
Company Name:			
City:	Supervisor's Phone Number	Supervisor's Name	
State/Zip:			
Duties			
Reason for leaving			
May we contact this employer, circle one: (Y) (N)		Starting Salary:	Ending Salary:

Position Three			
Job Title:		Start date - End date (Month/Day/Year)	
Company Name:			
City:	Supervisor's Phone Number	Supervisor's Name	
State/Zip:			
Duties			
Reason for leaving			
May we contact this employer, circle one: (Y) (N)		Starting Salary:	Ending Salary:

I certify that the facts set forth in this Application for Employment are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the Coastal Interpretive Center (Center) permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Center from any liability as a result of such a contract. I further understand that my employment with the Center shall be probationary for a period of one month, and further that at any time during the probationary period or thereafter, my employment relation with the Company is terminable at will for any reason by either party

Signature: _____ Date: _____