

## Application for Employment San Antonio Children's Museum

Today's Date: \_\_\_/\_\_\_/\_\_\_

### Personal Information

Last Name	First Name	Middle	Home Telephone ( )
Street Address			Social Security #
City, State, Zip Code			Will you work overtime if asked? ___ Yes ___ No
Have you applied for employment with us? ___ No ___ Yes Month and Year                      Location			
Position Desired			Pay expected
Apart from absence for religious observance, are you available for full time work? ___ Yes ___ No. What hours/days are you available to work?			
Are you legally eligible for employment in the United States?			When will you be available to begin
Other special training or skills (languages, machine operation, etc.)			

### Educational Information

Schools	Name & Location Of School	Course of Study	Years	Did you Graduate	Degree / Diploma
Graduate School				___ Yes ___ No	
4 year College				___ Yes ___ No	
Business Trade/Technical				___ Yes ___ No	
High School				___ Yes ___ No	
Elementary				___ Yes ___ No	

### Employment Information

Please give accurate, complete full and part-time employment record.

Begin with your present or most recent employer.

Company Name	Telephone ( )
Address	Employed (state month and year) From ___/___ to ___/___
Name of Supervisor	Pay Start _____ Last _____
Job Title and Brief Description	Reason for leaving
May we contact? ___ Yes ___ No If "No" please state reason	

Company Name	Telephone ( )
Address	Employed (state month and year) From ___/___ to ___/___
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May we contact? _____Yes _____No If "No" please state reason	

Company Name	Telephone ( )
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Job Title and Brief Description	Reason for leaving
May we contact? _____Yes _____No If "No" please state reason	

### **Professional References**

<u>Name</u>	<u>Phone Number</u>	<u>Position</u>	<u>Years Acquainted</u>

### **Additional Information**

1). Have you been convicted of a crime in the past ten years, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by a court?  
 \_\_\_\_\_ No  
 \_\_\_\_\_ Yes describe in full

2). Have you ever been convicted for any crime, including sex or abuse related claims?  
 \_\_\_\_\_ No  
 \_\_\_\_\_ Yes describe in full

3). Do you currently have a case pending in the courts?  
 \_\_\_\_\_ No  
 \_\_\_\_\_ Yes describe in full

State names of relative(s) and/or friend(s) working for the museum (indicate relation).

### **Acknowledgement**

The information provided in this Application for Employment is true, correct, and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. If you decide to engage an investigative consumer-reporting agency to report on my credit and personal history I authorize you to do so. If a report is obtained you must provide, at my request, the name of the agency so I may obtain from them the nature and substance of the information contained in the report.

Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Signature \_\_\_\_\_