

ANTIOCH  
UNIVERSITY  
NEW ENGLAND

APPLICATION FOR EMPLOYMENT

40 Avon St  
Keene, NH 03431

(603) 283-2362 Phone  
(603) 357-7563 Fax

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

## APPLICATION FOR EMPLOYMENT

Antioch is an equal opportunity employer that does not discriminate in hiring or employment on the basis of race, religion, color, sex, age, national origin, veteran status, disability, or sexual orientation. No information on this application will be used for such discrimination.

<b>Last Name</b>	<b>First Name</b>	<b>Middle Initial</b>	<b>Social Security Number</b>	
<b>Present Address</b>	<b>Street</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Permanent Address</b>	<b>Street</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Telephone No</b>	<b>Are you 18 years old or older? ( )Yes ( )No</b>			
<b>Position Desired</b>	<b>Date Available</b>			

How were you referred to us? Walk-In ( ) Newspaper Ad ( ) Employee Referral ( )

Ad in Professional Journal ( ) Other (explain) \_\_\_\_\_

List any relative (s) and/or friend(s) employed by Antioch: \_\_\_\_\_

Are you a U.S. Citizen? Yes( ) No( ) If not, what type of Visa do you hold? \_\_\_\_\_

If any information requested on this application appears under a different name, list name: \_\_\_\_\_

Education Background	Name of School	City & State	Degree	Graduated/GED	
				Yes	No
High School					
Business/Trade School					
College					
Graduate Study					
Other (explain)					

## EMPLOYMENT HISTORY

Please list all employment, including military service. Begin with most recent employment and use additional pages as necessary to give a complete history.

<b>Name of Employer</b>	<b>Address</b>	<b>Dates of Employment</b> From _____ To _____
<b>Job Title</b>	<b>Department</b>	<b>Name of Supervisor</b>
<b>Describe Major Job Duties</b>		
<b>Reason for Leaving</b>		
<b>Name of Employer</b>	<b>Address</b>	<b>Dates of Employment</b> From _____ To _____
<b>Job Title</b>	<b>Department</b>	<b>Name of Supervisor</b>
<b>Describe Major Job Duties</b>		
<b>Reason for Leaving</b>		
<b>Name of Employer</b>	<b>Address</b>	<b>Dates of Employment</b> From _____ To _____
<b>Job Title</b>	<b>Department</b>	<b>Name of Supervisor</b>
<b>Describe Major Job Duties</b>		
<b>Reason for Leaving</b>		

Have you ever been convicted of a criminal offense other than minor traffic violations? Yes ( ) No ( )

If yes, state particulars: \_\_\_\_\_

May we contact your present employer Yes( ) No ( )

**Remarks: (Use this space to provide any additional information you feel will assist us in evaluating your qualifications for employment.) Include an explanation of periods of unemployment in your employment history.**

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**REFERENCES**

**List the names of three personal references who know you well. Do not list former employers, relatives or close friends.**

<b>Name</b>	<b>Street &amp; City Address</b>	<b>Telephone</b>	<b>Occupation</b>	<b>Length of Acquaintance</b>

**PLEASE READ BEFORE SIGNING:**

**If you have any questions regarding this statement, ask the employment specialist before signing.**

I hereby affirm that the information provided on this application is true to the best of my knowledge. I agree that misleading or falsified information, and/or omission may disqualify me from further consideration for employment and may be considered justification for dismissal when discovered at a later date. If employment is obtained under this application, I will comply with all rules and regulations of the University. I authorize my former employers to release any information they may have regarding me. I also authorize a background check to be conducted by the University. I hereby acknowledge that I read the foregoing disclosure and understand it.

\_\_\_\_\_  
**Signature:**

\_\_\_\_\_  
**Date:**