



Children's Home Society of West Virginia

1422 Kanawha Blvd., E
 Charleston, WV 25301
 (304) 346-0795

EMPLOYMENT APPLICATION

NAME: _____ DATE: _____

ADDRESS: _____

PHONE: Home: _____ Other: _____

POSITION APPLYING FOR: _____

Are you eligible to work in the United States? _____ Yes _____ No

Are you at least 18 years old? ___ Yes ___ No Are you at least 21 years old? ___ Yes ___ No
 (Above question relates to specific position requirements as required by State Licensure)

Do you have a valid West Virginia driver's license? _____ Yes _____ No

EDUCATION: High School Diploma _____ GED _____ Degree: _____

SCHOOL	NAME & ADDRESS	DEGREE/CERTIFICATE
HIGH SCHOOL		
COLLEGE		
COLLEGE		
OTHER		
BUSINESS OR VOCATIONAL		
ADDITIONAL TRAINING		
CERTIFICATIONS		

WORK HISTORY

Employers (List Most Recent First)	Dates To/from	Last Salary	Position Held	Reason for leaving

EMPLOYMENT APPLICATION

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May we communicate with your present employer: _____ Yes _____ No

Please list any other name you use that may be pertinent to checking work references: _____

PROFESSIONAL AND CHARACTER REFERENCES (Other than relatives)

NAME	POSITION	MAILING ADDRESS	TELEPHONE

I have completed this application with the knowledge and understanding that any or all items contained herein may be subject to investigation and I consent to the release of information concerning my capacity and fitness by employers, educational institutions, law enforcement agencies and other individuals and agencies.

I understand that any false answer or statements or implications made by me in this application or other required documents shall be considered sufficient cause for denial of employment or discharge.

As an applicant with Children’s Home Society of WV, I understand the Children’s Home Society of WV is an AT WILL employer and as such the agency reserves the right to terminate any employee at any time and for any reason or no reason at all.

I hereby make application for a position with the Children’s Home Society of WV and certify that the information given in this application is true and accurate to the best of my knowledge.

Applicant’s Signature

Date

**The Children’s Home Society of WV is an Equal Opportunity employer and will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, handicap or national origin.