



ZANESVILLE WELFARE ORGANIZATION
AND
GOODWILL INDUSTRIES, INC.

(EMPLOYMENT APPLICATION)

Date:		
Applicant Name:		
Present Address/City/ State/ Zip Code		
Area Code & Telephone Number:		
Permanent Address (If different from present address):		
Are you 18 years old or older? Yes No		Are you either a U.S. citizen or an alien authorized to work in the U.S.? Yes No
Have you ever worked or attended school under another name? If so, under what name?		
<p style="text-align: center;"><u>HOW WOULD YOU RATE YOURSELF</u> (1=Improvement needed 2=OK 3=Good 4=Top Performer)</p> <p>_____ Energy Level: Your sense of urgency, self-motivation and enthusiasm. _____ Communication Skills: Your ability to listen well, express ideas clearly and accept feedback. _____ Hospitality: Your natural friendliness and customer service skills. _____ Reliability: Your dependability, attendance, self-discipline and dedication. _____ Personal Pride: Your appearance, hygiene, and achievement. _____ Teamwork: Your cooperation with others and team spirit.</p>		
Have you ever been convicted of a crime? Yes No		
If yes, give details, including date (s):		
POSITION DESIRED		
Position:	Date you can start:	Hourly rate/monthly salary desired:
Do you prefer: Full-time Part-time If part-time, hours per week desired:	Hours you are available to work: Days of week you are available to work:	



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Are you able to work:

Weekends* Yes No

Holidays* Yes No

Nights* Yes No

* if required for the position for which you're applying

Are you available to work overtime? Yes No

Have you previously worked for Goodwill Industries Inc.?

If so, from to

Reason for leaving:

Former supervisor (s) at Goodwill Industries Inc.:

How did you learn about this opening?

EDUCATION

High School:

Graduated? Yes No

Course of Study:

Technical School:

Graduated? Yes No

Course of Study:

College/University:

Graduated? Yes No

Course of Study:

Other education or training:

Other special skills:



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WORK EXPERIENCE

Please list all previous employment, beginning with the most recent. If you need more room, you may attach another sheet of paper.

Employer:		Address/Phone:	
From: To:	Position Held:	Reason for leaving:	
Supervisor's Name, Title & Phone:		May we contact? Yes No	
Description of Duties:			
Starting Hourly Pay:		Final Hourly Pay:	
Employer:		Address/Phone:	
From: To:	Position Held:	Reason for leaving:	
Supervisor's Name, Title & Phone:		May we contact? Yes No	
Description of Duties:			
Starting Hourly Pay:		Final Hourly Pay:	
Employer:		Address/Phone:	
From: To:	Position Held:	Reason for leaving:	
Supervisor's Name, Title & Phone:		May we contact? Yes No	
Description of Duties:			
Starting Hourly Pay:		Final Hourly Pay:	



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REFERENCES (Do not include family members or past supervisors)

NAME	PHONE NUMBER	BEST TIME TO CALL	OCCUPATION

AUTHORIZATION AND ACKNOWLEDGMENTS

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that if I am employed, any false statements on this application may be grounds for dismissal.

I authorize investigation of all statements contained in this application. I also grant permission to contact all references listed above, and authorize them to release all information concerning my previous employment and any other pertinent information these references might have, personal or otherwise. I release all parties from all liability for any damage that may result from furnishing this information to you.

I understand and agree that, if hired, my employment is for no definite period and may be terminated at any time and without prior notice.

Applicant Signature: _____

Date: _____

WE ARE AN EQUAL OPPORTUNITY AND ACCOMODATING EMPLOYER

**A CARF ACCREDITATED TRAINING ORGANIZATION
AND
501 (C) (3) NOT-FOR-PROFIT ORGANIZATON**

**Goodwill Industries, Inc., d/b/a
Main Campus
3610 West Pike

Zanesville, Ohio 43701**

**Associate Resource Department
July 2011
August 2017**