



SCIDpda Mission: To preserve, promote and develop the Seattle Chinatown International District as a vibrant community and unique ethnic neighborhood.

## EMPLOYMENT APPLICATION

### Personal Information

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

Name: \_\_\_\_\_

Present Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_ Referred by: \_\_\_\_\_

### Employment Availability

Position Applying for: \_\_\_\_\_

Date available to start work: \_\_\_\_\_

Please circle all days available for work:

Mon      Tue      Wed      Thur      Fri      Sat      Sun  
Time: \_\_\_\_\_

Were you previously employed by SCIDpda? Yes\_\_\_\_ No\_\_\_\_

If yes, when and what position did you hold? \_\_\_\_\_

### Employment History

Begin with current or last job. Include military service assignments. If you include volunteer activities, you may exclude those indicating race, color, religion, national origin, disability, or other protected status.

Name of employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Supervisor's name: \_\_\_\_\_ Phone Number: (    ) \_\_\_\_\_

May we contact the supervisor for reference purposes? Yes\_\_\_\_ No\_\_\_\_

Name of employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Supervisor's name: \_\_\_\_\_ Phone Number: (    ) \_\_\_\_\_

May we contact the supervisor for reference purposes? Yes\_\_\_\_ No\_\_\_\_

Name of employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Supervisor's name: \_\_\_\_\_ Phone Number: (    ) \_\_\_\_\_

May we contact the supervisor for reference purposes? Yes\_\_\_\_ No\_\_\_\_

<b>Education &amp; Credentials</b>
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Name of School	Location	Degree Received	Area of Study
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Elementary			
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High School			
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Trade/Professional			
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College/University			
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Graduate School			
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Please list any additional job-related qualifications and skills, training, experience, extra-curricular activities, credentials:

<b>References</b>
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Give the names of three persons who know your work style and history (for example, current or past supervisors, co-workers, instructors, etc.) who are **not related to you**. Giving this information means you give SCIDpda permission to contact the references listed.

**Reference # 1**

Name: \_\_\_\_\_ Relationship to you: \_\_\_\_\_  
Organization: \_\_\_\_\_ City: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_

**Reference # 2**

Name: \_\_\_\_\_ Relationship to you: \_\_\_\_\_  
Organization: \_\_\_\_\_ City: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_

**Reference # 3**

Name: \_\_\_\_\_ Relationship to you: \_\_\_\_\_  
Organization: \_\_\_\_\_ City: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_

<b>Please answer the following:</b>
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- Can you provide documentation that you are eligible for employment in the United States? Yes\_\_\_ No\_\_\_
- May we contact your present employer? Yes\_\_\_ No\_\_\_

I certify that answers given in this application are true and complete to the best of my knowledge. I authorize investigation into all statements I have made on this application as may be necessary for reaching an employment decision. In the event that I am employed, I understand that any false or misleading information I knowingly provide in my application or interview(s) may result in discharge and/or legal action. I understand also that if employed, I am required to abide by all policies and procedures of the employer, and any special agreements reached between the employer and me.

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

*Please note: If you need special accommodations to complete the application form, please call (206) 838-8228 for assistance. SCIDpda is an Equal Opportunity Employer.*