

# BOYS & GIRLS CLUB OF GREATER WESTFIELD, INC.

## Employment Application

Date \_\_\_\_\_  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ S S Number \_\_\_\_\_  
In Case of Emergency \_\_\_\_\_  
Relationship \_\_\_\_\_ Phone \_\_\_\_\_  
Position Applied For \_\_\_\_\_ Salary Desired \_\_\_\_\_  
Date Available \_\_\_\_\_ Part Time \_\_\_\_\_ Full Time \_\_\_\_\_

### Previous Employment

Company \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Date Started/Finished \_\_\_\_\_ Supervisor \_\_\_\_\_  
Company \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Date Started/Finished \_\_\_\_\_ Supervisor \_\_\_\_\_  
Company \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Date Started/Finished \_\_\_\_\_ Supervisor \_\_\_\_\_

### Education

High School \_\_\_\_\_  
Diploma \_\_\_\_\_ Major \_\_\_\_\_  
College \_\_\_\_\_  
Degree \_\_\_\_\_ Major \_\_\_\_\_  
Other \_\_\_\_\_ Course \_\_\_\_\_  
Other \_\_\_\_\_ Course \_\_\_\_\_

(over)

## References

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

I attest the information furnished in this application and/or attached resume is true and accurate. I attest to an investigation concerning my background and other information related to character and work history including, but not limited to any criminal record I may have.

\_\_\_\_\_  
(Signature) (Date)

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## OFFICE USE ONLY

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Position/Title \_\_\_\_\_

Part Time \_\_\_\_\_ Hours \_\_\_\_\_ Full Time \_\_\_\_\_

Hourly Rate \_\_\_\_\_ Salary \_\_\_\_\_ Start Date \_\_\_\_\_

Other Comments \_\_\_\_\_

## Attached Copies

Drivers License    yes \_\_\_\_\_ no \_\_\_\_\_                      S S Card            yes \_\_\_\_\_ no \_\_\_\_\_

Certifications Held    yes \_\_\_\_\_ no \_\_\_\_\_                      Other C            yes \_\_\_\_\_ no \_\_\_\_\_

\_\_\_\_\_  
(Approved) (Date)

## Payroll Dept

Empl No \_\_\_\_\_ B/C \_\_\_\_\_ Dental \_\_\_\_\_ Life \_\_\_\_\_ UW \_\_\_\_\_ Pens \_\_\_\_\_