



STUDENT APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, sex, national origin, age, marital, or veteran status, the presence of non-job-related medical condition or handicap, or any other legally protected status.

PERSONAL INFORMATION

Full Name: _____ **Date:** _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ City State ZIP Code

Phone: _____ **Email:** _____

Position(s) Applied For: Kitchen Housekeeping Library Maintenance Academic Office
(Check one or more) Business Office Athletics Enrollment Campus Security Any

Hours per week available for work: _____

What is your Class Status? Freshman Sophomore Junior Senior

Are you 18 years of age or older? YES NO

Do you require any special accommodations? YES NO

If yes, explain: _____

Are you a citizen of the United States? YES NO *If no, are you authorized to work in the U.S.?* YES NO

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

REFERENCES

Please list three professional references.

Full Name:		Relationship:	
Address:		Phone:	
Full Name:		Relationship:	
Address:		Phone:	
Full Name:		Relationship:	
Address:		Phone:	

PREVIOUS EMPLOYMENT *(List most recent employer first)*

Company:			Phone:	
Job Title:				
Responsibilities:				
From:		To:		Reason for Leaving:

Company:			Phone:	
Job Title:				
Responsibilities:				
From:		To:		Reason for Leaving:

List experiences and areas of expertise relevant to the position for which you are applying

APPLICANT'S STATEMENT

I certify that the information given in this application and related documentation is true and complete without qualification. I understand that GBC may investigate my work and personal history and verify all data given on this application, on related papers and in interviews. I authorize all individuals and employers named, unless specifically limited on this application, to provide any and all information concerning my previous employment and any other information requested about me, and I release them from liability for damages in providing this information. I understand and acknowledge that any misrepresentation or omission of facts by me can result in immediate discharge regardless of when discovered by GBC. I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with GBC is of an "at will" nature, which means that I may resign at any time and GBC may discharge me at any time with or without cause.

_____ / ____ / ____
 Signature of Applicant Date

FOR GRACE BIBLE COLLEGE USE ONLY

Arrange Interview? YES NO _____ / ____ / ____
 Interviewer Date

Hired? YES NO

Start Date: ____ / ____ / ____ Dept.: _____ Pay Rate \$ _____

Remarks: _____

