



APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status in the state of Georgia.

(PLEASE PRINT)

Position Applied For:			Date of Application:		
			Date You Can Begin Work:		
Last Name		First Name	Middle Name		
Address	Number	Street	City	State	Zip Code
Telephone Number (s) Home: Cell:			Email Address (not released to 3 rd parties)		

Do you have any relatives who work for the Housing Authority or are a current/past commissioner (board member)? Yes No
Federal HUD regulations prohibit housing authorities from hiring applicants with these circumstances.

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No

If Yes, give date _____

Have you ever been employed with us before? Yes No

If Yes, give date _____

May we contact your present employer? Yes No

Are you legally able to work in the United States? Yes No

Are you available to work: Full Time Part Time Temporary

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if the job requires? Yes No

If job requires, do you currently have a valid driver's license? Yes No

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status.

1	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number (s)		Hourly Rate/Salary	
			Starting	Final
	Job Title:	Supervisor:		
	Reason for Leaving:			
2	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number (s)		Hourly Rate/Salary	
			Starting	Final
	Job Title:	Supervisor:		
	Reason for Leaving:			
3	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number (s)		Hourly Rate/Salary	
			Starting	To
	Job Title:	Supervisor:		
	Reason for Leaving:			
4	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number (s)		Hourly Rate/Salary	
			Starting	To
	Job Title:	Supervisor:		
	Reason for Leaving:			

If you need additional space, please continue on a separate sheet of paper.

List of professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

Additional Information

Other Qualifications

Summarize special job-related skills and qualifications you have acquired from employment or other experience.

Specialized Skills

Check Skills/Equipment Operated

<input type="checkbox"/> HVAC <input type="checkbox"/> Fax <input type="checkbox"/> Computer <input type="checkbox"/> PBX System <input type="checkbox"/> Calculator <input type="checkbox"/> Microsoft Office	Production/Mobile Machinery (list): 	Other (list):

State any additional information you feel may be helpful in considering your application.

References

1.	_____ () _____ <div style="display: flex; justify-content: space-between; width: 90%; margin: 0 auto;"> (Name) Phone # </div> _____ <div style="display: flex; justify-content: center; width: 90%; margin: 0 auto;"> (Address) </div>
2.	_____ () _____ <div style="display: flex; justify-content: space-between; width: 90%; margin: 0 auto;"> (Name) Phone # </div> _____ <div style="display: flex; justify-content: center; width: 90%; margin: 0 auto;"> (Address) </div>
3.	_____ () _____ <div style="display: flex; justify-content: space-between; width: 90%; margin: 0 auto;"> (Name) Phone # </div> _____ <div style="display: flex; justify-content: center; width: 90%; margin: 0 auto;"> (Address) </div>

Education

	Name and Address of School	Course of Study	Years Completed	Diploma Degree
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

Indicate any other language skills you possess.			
	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

Describe any specialized training, apprenticeship, skills, or extra-curricular activities.

Describe any job-related training received in the United States military.

By signing below, you affirm this entire application for employment is accurate, truthful and factual to the best of your knowledge. The Housing Authority reserves the right to withdraw an offer of employment or terminate an employee if any information provided on this application has been provided in a false or untruthful manner. This application does not imply a contract or promise of employment.

Signature of Applicant:	Date:
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