

Employment Application



Homes Of Hope Inc.
705 E. Lincoln Street Suite 313
Normal IL 61761
(309) 862-0607
hrcoordinator@homesofhopeinc.org

Equal Opportunity Employer

Applicant Information

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

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____

Position Applied for: _____

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 worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three personal references.

Full Name: _____ Relationship: _____
Address: _____ Phone: _____
City/State: _____

Full Name: _____ Relationship: _____
Address: _____ Phone: _____
City/State: _____

Full Name: _____ Relationship: _____
Address: _____ Phone: _____
City/State: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

1. Complete all the required information on this application
2. Upon completion Save a copy of this application on your Desktop
3. Email the Saved completed application to hrcoordinator@homesofhopeinc.org
4. You may also Print and Mail the completed application to the address provided at the top of this application

FOR OFFICE USE ONLY

DO NOT WRITE BELOW THIS LINE - FOR EMPLOYER USE ONLY

INTERVIEWED BY:

DATE:

COMMENTS:

HIRE: YES NO

POSITION:

REPORT DATE: _____

APPROVED BY: _____