APPLICATION FOR EMPLOYMENT

Mid-Columbia Housing Authority: 500 E 2nd Street, The Dalles, Oregon 97058

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or status, or any other legally protected status.

(PLEASE TYPE OR PRINT)

Position Applied For	· ·	Date	Of Application	n
How Did You Learn About Advertisement Employment Agency	Us? ☐ Friend ☐ Relative	□ Walk-In □ Other		
Last Name	First Name		Middle	
Address Street	City	State	Zip	Code
Telephone Number(s)		Social Security Number		
If you are under 18 years of your eligibility to work?	of age, can you provide requi	red proof	□ Yes	□ No
Have you ever filed an app	lication with us before?	If Yes, give date	□ Yes	□ No
Have you ever been employ	yed with us before?	If Yes, give date	□ Yes	□ No
Are you currently employe	d?		□ Yes	□ No
May we contact your prese	ent employer?		□ Yes	□ No
because of Visa or Immigra	wfully becoming employed in ation Status? ation status will be required upon employed.	·	□ Yes	□ No
On what date would you be	e available for work?		/	/
Are you available to work:	□ Full T	ime 🔲 Part Tin	ne 🗆	Temporary
Are you currently on "lay-o	off" status and subject to rec	all?	□ Yes	□ No
Can you travel if the job re	equires it?		□ Yes	□ No
	f a felony within the last 7 y disqualify an applicant from employmen		□ Yes	□ No

Education

School	Name, City and State of School	Course of Study	Years	Diploma/
			Completed	Degree
High School			Did you graduate?	
Undergraduate			Did you graduate?	
College				
Graduate/			Did you graduate?	
Professional				
Other				
(Specify)				

Work Experience Start with your present or last job. Include any job-relat					
may exclude organizations which indicate race, color, re Employer	ligion, nati Dates	ional origin Employed	n, disabilities or of Work Performed		tected status.
Address	From	<u>To</u>			
Telephone Number(s)					
Present Job Title	Hourly	or			
Supervisor	Rate Starting	Salary <u>Final</u>			
Reason for Leaving			May we contact?	□ Yes	□ No
	ъ.				
Employer	Dates	Employed	Work Performed	1 	
Address	<u>From</u>	<u>To</u>			
Telephone Number(s)					
Present Job Title	Hourly Rate	or Salary			
Supervisor	Starting	Final			
Reason for Leaving			May we contact?	□ Yes	□ No
Employer	Dates	Employed	Work Performed	ł	
Address	<u>From</u>	<u>To</u>			
Telephone Number(s)					
Present Job Title	Hourly Rate	or Salary			
Supervisor	Starting	<u>Final</u>			
Reason for Leaving			May we contact?	□ Yes	□ No
Employer	Dates	Employed	Work Performed	d	
Address	<u>From</u>	<u>To</u>			
Telephone Number(s)					
Present Job Title	Hourly Rate	or Salary			
Supervisor	Starting	Final			
Reason for Leaving			May we contact?	□ Yes	□ No

Comments: Include explanation of any gaps in employment.					
			_		
Describe any specialized trai	ning, apprenticeshi	p, skills and	extra curric	ular activities.	
Indicate any foreign languag	es vou can sneak ro	ead and/or w	rite		
Fluent	luent Good Fair				
Speak					
Read					
Write					
Additional Information					
Charialized Chille					
	Specialized Skills — Multi-line Phone — Calculator — Fax — Typewriter — WPM _			iter WPM	
☐ Personal Computer		□ Excel	□ Wordpe		
□ Other		L LACCI	- Wordpe	11000 = 11010	
					
Note to Applicants: DO NOT ANSW			IAVE BEEN IN	FORMED ABOUT THE	
REQUIREMENTS OF THE JOB FO Are you capable of performing in a r			acanabla accan	amodation the activities	
involved in the job or occupation for					
	Yes □ No			·	
D 10 0 1 1D 0					
Personal/Professional Refere					
Name	Phone Number(s)	Best	rime to Call	Occupation	
1.					
2.					
3.					
0.					
Explain why you want to wor	rk for Mid-Columbia	a Housing Ag	ency. How	does your background	
and experience prepare you					
sheet if necessary.					
-					
-					

Applicants Statement

NOTES

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application and a background check for employment as may be necessary in arriving at an employment decision. This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant	Date

FOR PERSONNEL DEPA	ARTMENT USE ONLY	
Arrange Interview Y Remarks	es No	
Interviewer	 Date	
Employed Yes No	Date of Employment _	/
Job Title	Hourly Rate/Salary	Department
	By	Date //
	Name and Title	