

**JAMES RUMSEY TECHNICAL INSTITUTE
APPLICATION FOR EMPLOYMENT**

Name _____ Position Desired _____
Last First Middle

Welcome! We deeply appreciate your interest in the James Rumsey Technical Institute and assure you that we are sincerely interested in your qualifications: Your cooperation in completing this card fully and accurately will supply us with information required for our benefits program. Also, a clearer understanding of your background and work history will aid in future upgrading.

POLICY STATEMENT

It is the policy of James Rumsey Technical Institute to provide equal opportunities to all prospective and current members of the student body, faculty, and staff on the basis of individual qualifications and merit without regard to race, sex, religion, age, handicap, or national origin.

ADDRESS

Present Address _____
Street City State ZIP
 Telephone _____

CITIZENSHIP

Are you a citizen of the U.S.A.? _____ If no, do you have the right to remain permanently in the U.S.A.? _____
 If no, Visa Number _____

RECORD OF EDUCATION

School	Name and Address of School	Course of Study	Last Year Completed	Did You Graduate?	List Diploma or Degree
Elementary					
High School					
College					
Other (Specify)					

As required by Federal laws and regulations, the James Rumsey Technical Institute does not discriminate on the basis of sex, race, color, religion, disability, age and national origin in employment and in the administration of any of its education programs and activities.

Do we have permission to contact the employer listed below? Yes ___ No ___

EMPLOYMENT HISTORY

List below all past employment, beginning with most recent.

Name and Address of Company and Type of Business	From	To	Describe the type of work you did.	Weekly Starting Salary	Weekly Last Salary	Reason For Leaving	Name of Supervisor
Telephone: _____ _____ _____							
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Name and Address of Company and Type of Business _____ _____ _____ Telephone: _____	From	To	Describe the type of work you did.	Weekly Starting Salary	Weekly Last Salary	Reason For Leaving	Name of Supervisor

ON A SEPARATE SHEET: Summarize any additional experiences and/or skills you may have. You may, if you wish, list any civic, business, or professional organizations of which you are a member. (Exclude reference to organizations denoting national origin, race, color, or religion.)

The facts set forth above are true and complete to the best of my knowledge.

_____ Date

_____ Signature