

# EMPLOYMENT APPLICATION

## GROSSE POINTE WAR MEMORIAL

Grosse Pointe War Memorial (GPWM) is an equal opportunity employer. GPWM affords equal employment opportunity regardless of race, religion, color, national origin, sex, age, marital status, height, weight, disability, veteran status or any other protected class.

An employer is only required to accommodate a “known” disability of a qualified applicant or employee. A person with a disability requiring accommodation for completion of this application should notify GPWM management immediately. Individuals must be able to perform the “essential” functions of job with or without reasonable accommodation.

Completion of this application provides no assurance that you will be interviewed or hired. Applications will be considered active for thirty (30) days, after which a new application will be required for further consideration of employment.

Applicants will be required to authorize a background investigation and may be required to submit to an alcohol and drug screening test prior to employment.

PERSONAL INFORMATION			
Last Name	First Name	Middle Initial	Are you 18 years or Older
Street Address	City	State	Zip Code
Phone	E-mail	Other names	known as
GENERAL INFORMATION (Circle Correct Answer)			
Can you submit proof of legal employment authorization and identity?		Yes	No
Are you able to perform the essential functions of the job?		Yes	No
<b>For Driving Positions Only:</b>			
Do you have a valid driver’s license?	Yes	No	
Do you have a CDL?	Yes	No	TYPE?
Have you ever been denied a surety bond?		Yes	No
Have you ever been convicted of a crime?		Yes	No
Are there any felony charges pending?		Yes	No
EMPLOYMENT DESIRED / POSITION DESIRED			
Position Desired		Available Start Date	Salary/Hourly Wage Desired
Circle Availability	Days	Full Time	Available On Call
	Afternoons	Part Time	Weekends
	Nights	Overtime	Holidays
Are you currently employed?		May we contact your current employer?	
Have you worked for GPWM before?  If yes, list position(s)		Do you have any friends/family who work for GPWM?  If so, who?	
EMPLOYMENT HISTORY			
Employer	Address		Phone

From	To	Reason for Leaving
Title	Starting Wage	Final Wage
Description of Duties		

Employer	Address	Phone
From	To	Reason for Leaving
Title	Starting Wage	Final Wage
Description of Duties		

Employer	Address	Phone
From	To	Reason for Leaving
Title	Starting Wage	Final Wage
Description of Duties		

Employer	Address	Phone
From	To	Reason for Leaving
Title	Starting Wage	Final Wage
Description of Duties		

EDUCATION		
High School	City & State	Grade Completed

<b>College, Trade or Other Higher Education</b>	<b>Course of Study</b>	<b>Degree Acquired</b>

**List any other educational or special training, degrees, honors, skills or other relevant experience**

<b>REFERENCES</b>			
<b>Name</b>	<b>Relationship</b>	<b>Phone Number</b>	<b>Years Acquainted</b>

If hired, I agree to conform to the rules and regulations of Grosse Pointe War Memorial, and my employment and compensation is “at will” in that they can be terminated with or without cause, and with or without notice at any time, at the option of either Grosse Pointe War Memorial or myself. I understand that no representative of the GPWM has the authority to make any assurance to the contrary.

I attest with my signature below that I have given true and complete information on this application. No requested information has been concealed. I also understand that Grosse Pointe War Memorial may request to contact references provided, verify education and driving record, conduct a credit/consumer report, criminal background investigation and require an alcohol and drug screening, as a condition of employment. I release from all liability any person, employer or agency providing information pursuant to this application. I waive any right to written notice by my present and former employers that discloses information about me. If any information I have provided is untrue, or information has been concealed, I understand that it will constitute cause for the denial of employment or immediate dismissal upon discovery.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

12/01/2014