



APPLICATION FOR EMPLOYMENT

PLEASE SEND YOUR COMPLETED APPLICATION TO:

EMAIL:

RECRUITING@PACIFICSERVICECENTER.COM

OR MAIL TO:

**PACIFIC SERVICE CENTER
ATTN: HUMAN RESOURCES
4030 NE BUFFALO STREET
PORTLAND, OR 97211**



Application for Employment

We are an equal opportunity employer and do not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

Applicant name: _____ Date: _____

Position(s) applied for or type of work desired: _____

Address: _____

Home Phone: _____ Cell: _____

Email: _____

Type of employment desired: full-time part-time temporary

Do you have any objection to working overtime if necessary? Yes No

Can you travel if required by this position? Yes No

Have you ever been previously employed by our organization? Yes No

Can you submit proof of legal employment authorization and identity? Yes No

If you are under 18, can you furnish a work permit if it is required? Yes No

Is driving an essential job duty? Yes No

If yes: Driver's license #: _____ State: _____ Exp. Date: _____

How were you referred to us? _____

Employment History

Please provide all employment information for your past three employers starting with the most recent.

Employer #1: _____ Position held: _____

Address: _____ Phone: _____

Immediate supervisor and title: _____

Dates employed: From _____ to _____

Job summary: _____

Reason for leaving: _____

Employer #2: _____ Position held: _____

Address: _____ Phone: _____

Immediate supervisor and title: _____

Dates employed: from _____ to _____

Job summary: _____

Reason for leaving: _____

Employer #3: _____ Position held: _____

Address: _____ Phone: _____

Immediate supervisor and title: _____

Dates employed: from _____ to _____

Job summary: _____

Reason for leaving: _____

Educational History

List school name and location, course of study, and any degrees earned:

High school: _____

College: _____

Technical Training: _____

Other Skills and Qualifications

Summarize any job-related training, skills, licenses, certificates, and/or other qualifications:

References

List 3 references' names, telephone numbers, and years known (do not include relatives or employers):

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Pacific Service Center to verify their accuracy and to obtain reference information on my work performance. I hereby release Pacific Service Center from any liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision on such information.

I understand that, if employed, falsified statements of any kind or omission of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that it is the policy of this organization not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

Applicant signature: _____ Date: _____