

GOODWILL INDUSTRIES OF THE COLUMBIA WILLAMETTE

APPLICATION FOR EMPLOYMENT

We do not discriminate on the basis of race, color, national origin, age, sex, gender, marital status, disability, sexual orientation, religion, family status, filing of a workers' compensation claim, or any other legally protected status. It is our intention that all applicants be given equal opportunity and that selection decisions are based on job related factors.

Any individual who needs accommodation or assistance in completing an application for employment at any time during the application process should inform the Human Resources Department at (503) 238-6100.

Each question should be fully and accurately answered. No action can be taken on this application unless all questions have been answered and the application signed. **Attach an additional page if you do not have enough room.** Please print, except for signature on the back of the application.

Today's Date _____

| | | | |
|-----------|------------|-------------|---------------------------|
| LAST Name | FIRST Name | MIDDLE Name | Day/Message Telephone No. |
|-----------|------------|-------------|---------------------------|

| | | | |
|-----------------|------|-------|-----|
| Present Address | City | State | Zip |
|-----------------|------|-------|-----|

Job(s) Applied For (Please Specify):

Have you read the job summary(s) for the job(s) for which you are applying? Yes ___ No ___

Can you perform the essential functions of the job with or without reasonable accommodation?
(Please see attached sheet.) Yes ___ No ___

Referred By (For newspaper ads, please specify Ad #): _____

Employment you are seeking: Full-Time _____ Part-Time _____

When are you available for employment? _____

Are you 16 years of age or older? Yes ___ No ___ If you are applying for a job with minimum age requirements, you may be required to submit proof of age

Are you able to provide evidence of your eligibility to work in the United States? Yes ___ No ___

Were you ever employed at Goodwill Industries? Yes ___ No ___ If Yes, when? _____ Where? _____

Have you ever applied at Goodwill Industries? Yes ___ No ___ If Yes, when? _____ Where? _____

Have you ever been convicted and/or imprisoned, paroled, or on probation, anywhere, for any misdemeanors or felonies - including major traffic crimes such as DUII, driving while suspended, failure to perform the duties of a driver, reckless driving? *If applying for a job in Washington state only, the question is limited to convictions and sentences within the last ten years.*

Yes ___ No ___ If yes, list type and location of **all** convictions (Attach additional sheet if necessary)

You will not automatically be denied employment because of a conviction record unless the offense conflicts with our goals, mission, or conflicts with the job for which you have applied.

If applying for a job that requires driving, do you have a valid Driver's License?

Yes ___ No ___

If hired by GICW, do you expect to engage in any other business or employment at the same time? Yes _____ No _____

If Yes, please explain: _____

Have you had any educational, vocational, technical, or military training which you would like us to consider in reviewing your qualifications for the job applied for?

*List names of employers in reverse order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment for the last ten years. If self-employed, give firm name and supply business references. Please list month and year for Start Date and End Date. **Attach an additional sheet if necessary.***

| Present or Most Recent Employer: | | | Title/Duties: | Name of Supervisor |
|----------------------------------|---------------|------------|---------------|--------------------|
| Name: | Start Date: | End Date: | | |
| Phone: | Starting Pay: | Final Pay: | | Title: |
| Address: | | | | Phone: |
| Reason for leaving: | | | | |

| Last Employer: | | | Title/Duties: | Name of Supervisor |
|---------------------|---------------|------------|---------------|--------------------|
| Name: | Start Date: | End Date: | | |
| Phone: | Starting Pay: | Final Pay: | | Title: |
| Address: | | | | Phone: |
| Reason for leaving: | | | | |

| Last Employer: | | | Title/Duties: | Name of Supervisor |
|---------------------|---------------|------------|---------------|--------------------|
| Name: | Start Date: | End Date: | | |
| Phone: | Starting Pay: | Final Pay: | | Title: |
| Address: | | | | Phone: |
| Reason for leaving: | | | | |

If presently employed, may we contact your present employer? Yes _____ No _____

List **all** previous names, assumed names (aliases) or nicknames and maiden name, if applicable:

List all **cities** and **states** that you have lived in for the past 10 years:

I certify that the answers given by me to the foregoing questions and statements and any subsequent questionnaires, including a medical history questionnaire, are true and correct without omissions of any kind whatsoever. I understand and agree that all of the information I provide on this application form and subsequent questionnaire forms may be checked and verified by Goodwill Industries of the Columbia Willamette (GICW) and I agree and consent to such verification and background check. I agree that the company shall not be liable in any respect if my employment is terminated because of falsity of statements, answers or omissions made by me on this or any subsequent questionnaires. I also authorize the companies, schools or persons named above to give GICW any information regarding my employment, character and qualifications. I hereby release said companies, schools or persons named above from all liability for any damage from issuing this information. I understand that any false, misleading, or incorrect statements or omissions may render this application void, and if employed, may be cause for termination. GICW requires all job applicants to complete a medical history questionnaire form and pass a drug test if a conditional offer of employment is extended. I further understand that GICW is an "employment at will" employer.

Signature

Date