



## EMPLOYMENT APPLICATION

| Candidate Information   |  |  |  |
|---|--|--|--|
| Name (LAST, FIRST, MIDDLE)  |  | Date   |  |
| For the purposes of a reference check, have you ever gone by another name? <input type="checkbox"/> YES <input type="checkbox"/> NO<br>If yes, please provide former name:                            |  |  |  |
| Current Address   |  | City, State  | Zip  |
| Previous Address (IF LESS THAN FIVE YEARS AT PRESENT ADDRESS)   |  | City, State  | Zip  |
| Mobile Phone  |  | Home Phone   |  |
| Email Address   |  |  |  |
| Are you over the age of 18? <input type="checkbox"/> YES <input type="checkbox"/> NO  |  | Position Applying for:   |  |
| Are you legally eligible for employment in the United States? ( <i>PROOF OF CITIZENSHIP/IMMIGRATION STATUS IS REQUIRED UPON EMPLOYMENT</i> ) <input type="checkbox"/> YES <input type="checkbox"/> NO |  |  |  |
| Military Information (This information is furnished on a voluntary basis)   |  |  |  |
| Branch of Service   |  | Dates served (MM/YY to MM/YY)  |  |
| List Special Duties/Training  |  |  |  |
| Education (Please check highest grade(s) completed)   |  |  |  |
| High School: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4  | GED: <input type="checkbox"/> YES <input type="checkbox"/> N/A | College: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 | Graduate School: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
| Schools Attended  |  |  |  |
| High School   | Location   | Degree/Certificate   |  |
| College   | Location   | Degree/Certificate   |  |
| Graduate School   | Location   | Degree/Certificate   |  |
| Other Training / Skills   | Location   | Degree/Certificate   |  |
| Certification/Professional License  |  |  |  |
| Type  | Number   | Expiration Date  |  |
| Type  | Number   | Expiration Date  |  |
| Employment Desired  |  |  |  |
| Date available to start:  |  | Availability:  |  |
| Salary Requirements: /hour  |  | Are you willing to travel? <input type="checkbox"/> YES <input type="checkbox"/> NO                                  |  |
| Background Information ( <i>Applicants are not required to disclose information regarding arrests or criminal charges that have been expunged or have not resulted in conviction</i> )                |  |  |  |
| Have you ever been convicted of a felony? <input type="checkbox"/> YES <input type="checkbox"/> NO<br>IF YES, PLEASE COMPLETE THE BELOW SECTION.  |  |  |  |
| Note: Conviction of a felony does not automatically exclude applicants from consideration.  |  |  |  |

|   |                             |   |                   |
|---|-----------------------------|---|-------------------|
| Date  | Court                       | Offense   | Disposition       |
| <b>Employment Information (PLEASE LIST YOUR MOST RECENT POSITION FIRST)</b>   |                             |   |                   |
| Current Employer  |                             | Address (STREET, CITY, STATE, ZIP)  |                   |
| Job Title   | Supervisor's Name and Title |   | Phone Number      |
| Dates Employed<br>From to   | Hours per week              | Starting Pay<br>per   | Ending Pay<br>per |
| Reason for leaving/considering leaving  |                             | May we contact this employer?<br><input type="checkbox"/> YES <input type="checkbox"/> NO |                   |
| <b>Employer</b>   |                             |   |                   |
| Employer  |                             | Address (STREET, CITY, STATE, ZIP)  |                   |
| Job Title   | Supervisor's Name and Title |   | Phone Number      |
| Dates Employed<br>From to   | Hours per week              | Starting Pay<br>per   | Ending Pay<br>per |
| Reason for leaving  |                             | May we contact this employer?<br><input type="checkbox"/> YES <input type="checkbox"/> NO |                   |
| <b>Employer</b>   |                             |   |                   |
| Employer  |                             | Address (STREET, CITY, STATE, ZIP)  |                   |
| Job Title   | Supervisor's Name and Title |   | Phone Number      |
| Dates Employed<br>From to   | Hours per week              | Starting Pay<br>per   | Ending Pay<br>per |
| Reason for leaving  |                             | May we contact this employer?<br><input type="checkbox"/> YES <input type="checkbox"/> NO |                   |
| <b>References (We will assume it is okay to contact unless you indicate otherwise)</b>  |                             |   |                   |
| Name  | Present Title               |   | Organization      |
| Relationship  | Phone Number                | Email Address   | Years Known       |
| Name  | Present Title               |   | Organization      |
| Relationship  | Phone Number                | Email Address   | Years Known       |
| Name  | Present Title               |   | Organization      |
| Relationship  | Phone Number                | Email Address   | Years Known       |
| <b>Employee Acknowledgment</b>  |                             |   |                   |
| <p>I certify that my answers are true and complete to the best of my knowledge and agree to have any of the statements verified by the Biloxi Housing Authority. I understand that misrepresentation or falsification can be grounds for refusal of employment. I further understand that, if employed, any false statements or misrepresentations herein or in conjunction with the application process may be cause for dismissal.</p> <p>I have read and understand the above information.</p> |                             |   |                   |
| SIGNATURE _____   |                             | DATE _____  |                   |