

# Application for Employment



**Duaneburg**  
AREA  
COMMUNITY CENTER

221 Victoria Drive  
Delanson NY 12053  
Ph. 895-9500  
Fax 895-9501  
[www.dacc.info](http://www.dacc.info)

Date: \_\_\_\_\_

Position applied for: \_\_\_\_\_ Desired status: Full time Part Time Seasonal

Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell phone \_\_\_\_\_ E-mail \_\_\_\_\_

Have you ever been employed at the DACC before? Yes \_\_\_ No \_\_\_ If yes , what were the dates of employment? \_\_\_\_\_

Are you over the age of 18? Yes \_\_\_ No \_\_\_ If not, you will be required to produce original working papers prior to starting work.

Have you ever been convicted of a crime or do you currently have an arrest or criminal proceeding pending which has not been resolved in your favor? Yes \_\_\_ No \_\_\_

If yes please explain:

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Are you legally eligible to work in the United States? Yes \_\_\_ No \_\_\_

Please list any Certifications skills or trainings that may apply to this position \_\_\_\_\_

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## Education:

Type	Institution Name/Address	Years Completed	Course of Study	Degree received
High School				
College				
Grad School				
Other				

## Employment History:

Company Name and Address: Supervisor name and phone number	Date of employment	Position title/ Duties	May we call for reference	Reason for leaving	Last salary
	From:				
	To:				
	From:				
	To:				
	From:				
	To:				
	From:				
	To:				

## References:

Name	Telephone number	relationship

Please read the following carefully before signing:

*I certify that the following information in this application and in my accompanying is accurate and complete. I understand that misrepresentation, falsification or omission of any information is grounds for withdrawal of any position offered by the DACC or immediate discharge. As a condition of employment, I understand that verification of any applicable certification, registration or licensure must be successfully completed. I understand that any offer of employment is contingent upon receipt of satisfactory references, proof of identity, proof of legal eligibility to accept employment in the United States and working papers, if applicable. I voluntarily give the DACC the right to make an investigation of my past employment and activities, I agree to cooperate in such an investigation and release from all liability or responsibility the DACC and all persons, companies, or corporations supporting such information. The hiring of any employee shall not be considered as creating a contractual relationship between the employee and the DACC for any period of time. Employment may be terminated with or without cause, and with or without notice, at any time at the option of the DACC or the employee.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date