

WILLIAM JESSUP UNIVERSITY333 Sunset Blvd.
Rocklin, CA 95765**EMPLOYMENT
APPLICATION**

Equal Opportunity Employer

Full Name: _____ Date: _____

Full Address: _____
City State Zip

Phone: _____ Cell: _____ Email : _____

Are you eligible for employment in the United States? Yes No Referred by: _____Are you currently employed? Yes No May we contact your current employer? Yes No

Current Employer Contact Information: (Phone) _____ (Contact) _____

Position desired: _____ Date you can start: _____

What is your motivation for wanting to work for WJU? _____

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? Yes No
If yes, state nature of the crime(s), when and where convicted, and disposition of the case: _____

(Note: Convictions for marijuana-related offenses that are more than two years old need not be listed. No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, date of the offense, the surrounding circumstances, and the relevance of the offense to the position(s) applied for may, however, be considered.)

Have you been discharged or requested to resign from a former position? Yes NoHave you ever been refused a renewal of contract? Yes No

If yes to any of these questions, please explain _____

EDUCATION	NAME AND LOCATION OF SCHOOL*	NO OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED/DEGREE(S) EARNED
HIGH SCHOOL				
COLLEGE				
COLLEGE				
COLLEGE				

*use additional paper if you attended more schools. You may also submit a resume to substitute for this section of the application.

Special Skills or Research Work _____

Please Complete and Sign Reverse Side

Organization(s) you are a member of and/or activities you participate in _____

Exc

Include organizations that indicate race, creed, sex, age, marital status, color or nation of origin.

FORMER EMPLOYERS (list previous three employers, starting with last one first)

Date Month and Year	Name and Address of Employer	Salary	Position	Reason for Leaving
From				
To				
From				
To				
From				
To				

REFERENCES: List the names of three persons not related to you (friend, business associate, co-worker, etc.) whom you have known at least one year

Reference Name	Phone Number	Years Acquainted	Relationship	Address

ADDRESSES: List your previous home addresses over the last 10 years. Attach a separate sheet if necessary.

Residence Address	City	State	Zip Code	# of Years at this address

"I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery. I authorize William Jessup University to thoroughly investigate references, work records, evaluations and other matters related to my suitability for employment. I further understand that this employment application does not constitute a contract for employment, either expressed or implied, between William Jessup University and the undersigned applicant."

I hereby acknowledge that I have read the above statements and understand them.

Date _____

Print Name: _____ Signature: _____