



# Churchill Community Coalition

90 North Maine St., STE 301  
Fallon, NV 89406  
(775) 423-7433  
Fax: (775) 423-7504  
info@churchillcoalition.com

"Building community bridges to promote positive behavior."

## EMPLOYMENT APPLICATION

The Churchill Community Coalition is an equal opportunity employer. If you believe you have a disability and require accommodation for the disability during the selection process for this position, please contact us to make appropriate arrangements.

Name: \_\_\_\_\_

Position Applied For: \_\_\_\_\_ Date: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Education Record** Please list all education you have completed which qualifies you for the position

Did you graduate from high school or receive a GED? Yes \_\_\_\_\_ No \_\_\_\_\_

School	Location	Hours Completed	Major or Field of Study	Diploma, Degree, Certificate

For positions which have specific educational requirements, proof of educational achievement may be required.

**Special Skills/Training/Licenses**

Please list any special skills you possess that apply to the position for which you are applying. Please list any specific training you have taken that pertains to the position for which you are applying. Please list any licenses, certificates, etc. that you currently have that apply to the position for which you are applying. For more information on the position for which you are applying and its requirements please consult the job description/announcement.


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**Relevant Employment History**

Provide information regarding paid, military, and volunteer work related to the position for which you are applying . Start with the most recent position first and then work backward in chronological order. You do not need to list employment that does not pertain to the position for which you are applying. A resume may be included with your application but is not a substitute for completing this section.

Employer: _____	Position: _____
Address: _____	City: _____ State: _____ Zip: _____
Telephone: _____	Supervisor (name/title): _____
From (month/year): _____	To (month/year): _____
Full Time (30 hrs or more/week) _____	Part Time (less than 30 hours a week) _____
Related Duties:	
Reason for leaving: _____	

Employer: _____	Position: _____
Address: _____	City: _____ State: _____ Zip: _____
Telephone: _____	Supervisor (name/title): _____
From (month/year): _____	To (month/year): _____
Full Time (30 hrs or more/week) _____	Part Time (less than 30 hours a week) _____
Related Duties:	
Reason for leaving: _____	

Employer: _____	Position: _____
Address: _____	City: _____ State: _____ Zip: _____
Telephone: _____	Supervisor (name/title): _____
From (month/year): _____	To (month/year): _____
Full Time (30 hrs or more/week) _____	Part Time (less than 30 hours a week) _____
Related Duties:	
Reason for leaving: _____	

Include a separate sheet of paper containing information pertaining to other employment if required.

**Other Information**

May we contact your present employer? Yes \_\_\_\_\_ No \_\_\_\_\_

May we contact you former employers? Yes \_\_\_\_\_ No \_\_\_\_\_

I hereby give permission for each of the employers list on the previous page to provide to the Churchill Community Coalition all information regarding my employment with the agencies. The former/current employers may provide information regarding my job performance, my job related behavior and any other job related information.

I hereby hold the Churchill Community Coalition and its employees harmless from any and all damages resulting from release of such information. State any exceptions or reservation here: \_\_\_\_\_

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

Have you ever been convicted of a crime or pled nolo contendere or been granted deferred adjudication for a felony or any lesser crime which may be directly related to your qualification for this job within the last ten years?

No \_\_\_ Yes \_\_\_

If yes, list all such offenses and state date, name of court and disposition. You may omit minor violations for which you paid a fine of \$100 or less. \_\_\_\_\_

If employment is offered, you will be required to submit verification of your legal right to work in the United States prior to beginning work. You may also be required to provide finger prints, undergo a background check, or undergo a drug test.

I certify that all statements are true to the best of my knowledge and I agree and understand that any misstatements or omissions of material facts on my part may forfeit my participation in the examination process and/or my right to employment, even if discovered after I have become an employee of the Churchill Community Coalition.

I understand that this application is the property of the Churchill Community Coalition and will become part of my personnel file if I am hired.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_