



APPLICATION FOR EMPLOYMENT

(Pre-Employment Questionnaire) (An Equal Opportunity Employer)

PERSONAL INFORMATION Are you 18 years or older: ___yes ___no Date: _____

Last Name: _____ First Name: _____ MI: _____ SS#: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: Hm: (____) _____ Cell: (____) _____ E-mail: _____

Are you a Citizen of the United States? Y / N If not, can you produce "in writing" eligibility to work? Y / N

Do you speak any Foreign Languages? _____ Read: _____ Write: _____

US Armed Services: Y / N If so what Rank? _____ Are you in the National Guard? Y / N

EMPLOYMENT DESIRED

Position: _____ How did you find us? _____ Salary Desired: _____

FORMER EMPLOYERS

From/To Dates | Name of Employer | Phone | Supervisor | Position | Salary | Why Left?

Multiple horizontal lines for entering former employer information.

EDUCATION | Name and location of school | Number of years Attended | Did you Graduate? | Degree/Subject Studied

High School: _____

College: _____

(Over)



Specialized Training: _____

General Subjects of study or research: _____

Certifications: _____

PHYSICAL RECORD:

Do you have any physical limitations that preclude you from performing any work for which you are being considered? Y/N

If so, please describe: _____

In Case of Emergency Please Notify: _____ Phone: (____) _____

PERSONAL REFERENCES: Give the names of three persons not related to you, whom have known you at least one year.

Name	Phone	Business	Years Acquainted
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

DO NOT WRITE BELOW THIS LINE

Interviewed by: _____ Date Interviewed: _____ Time Interviewed: _____

Available: _____ Experience: _____

Favorite: _____ Least Favorite: _____

S (+): _____ W (-): _____

Q-1: _____ Q-2: _____

GL (5): _____ GL(10): _____ Hire: Y / N _____

Comments: _____

(OVER)



PLEASE ANSWER THE FOLLOWING AQUESTIONS COMPLETELEY. "Yes" answers will not necessarily result in denial of employment. We will consider all the circumstances, including the date and nature of events which have led to the actions described below. Your written explanation will assist us in determining your eligibility and suitability for employment. Attach additional sheets if necessary.

1.) Have you ever been convicted of, admitted committing, or are you awaiting trial for any crime (excluding only minor traffic violations not involving any allegation of drug or alcohol impairment)? You must answer "yes" even if the matter was later dismissed, deferred, vacated or expunged. If you answer "yes" you must provide dates of the proceedings, the court where the proceedings occurred, a statement of the accusation against you and the final disposition of the case(s).

YES ____ NO ____ Explanation: _____

2.) Have you ever been dismissed (fired) from any job, or resigned at the request of your employer, or while charges against you or an investigation of your behavior was pending? You must answer "yes" even if the matter was later resolved with any form of settlement or severance agreement, regardless of its terms. If you answer "yes" you must provide the date of termination of employment, the name, address and telephone number of the employer(s) and a statement of the alleged reason for termination.

YES ____ NO ____ Explanation: _____

3.) Have you ever had any license or certificate of any kind (teaching certificate or otherwise) revoked or suspended, or have you in any way been sanctioned by, or is any charge or complaint now pending against you before any licensing, certification or other regulatory agency or body, public or private? If you answer "yes" you must provide the dates of proceedings, name, address and telephone number of the agency or body where proceedings took place, a statement of the accusations against you and the final disposition.

YES ____ NO ____ Explanation: _____

4.) Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification or other regulatory body (teacher certification or otherwise) or by your current or any previous employer? If you answer "yes" you must provide the dates of proceedings, name, address and telephone number of the agency or body where proceedings took place, a statement of the accusations against you and the final disposition.

YES ____ NO ____ Explanation: _____

(OVER)

CONSENT TO CONDUCT BACKGROUND INVESTIGATION AND RELEASE



I, _____ (applicant's name), have applied for employment with Charlot Gymnastics to work as a _____ (job title). I understand that in order for Charlot Gymnastics to determine my eligibility, qualifications and suitability for employment, Charlot Gymnastics will conduct a background investigation if I am considered for an offer of employment. This investigation may include asking my current and any former employer and educational institution I have attended about my education, training, experience, qualifications, job performance, professional conduct and evaluations, as well as confirming my dates of employment or enrollment, position(s) held, reason(s) for leaving employment, whether I could be rehired, reasons for not rehiring (if applicable) and similar information.

I hereby give my consent for any employer or educational institution to release any information requested in connection with this background investigation.

According to the Family Educational Rights and Privacy Act, I understand that I have a right to see most education records that are maintained by any education institution.

I wave _____/do not wave _____ (initial only one) my rights to see any written reference or other information provided to Charlot Gymnastics by any education institution.

According to Arizona Revised Statutes Section 23-1361, any employer that provides a written communication to Charlot Gymnastics regarding my current or past employment must send me a copy at my last known address. I acknowledge that some employers are unwilling to provide factual written reference concerning a current or past employee unless they may do so confidentially, without revealing the references to the employee, and Charlot Gymnastics will not further consider my application if it cannot complete its background investigation.

I wave _____/do not wave _____ (initial only one) my rights to receive a copy of any written communication furnished to Charlot Gymnastics by any employer.

Whether or not I have waived my right to see or to receive copies of written references furnished to Charlot Gymnastics by employers or educational institutions, I release, hold harmless and agree not to sue or file any claim of any kind against any current or former employer or educational institution, and any officer or employee of either, that in good faith furnishes written or oral references requested by Charlot Gymnastics to complete its background investigation.

A photo copy or facsimile (fax) copy of this form that shows my signatures shall be as valid as an original.

EMPLOYMENT IS AT WILL

I understand that the employment relationship at Charlot Gymnastics is "at will", meaning that it may be terminated at any time with or without notice and with or without cause. I also understand that no other statement, made orally or in writing, may change this at will relationship unless expressly stated in a document signed by both myself and the President of Charlot Gymnastics stating that the "at will" relationship has been modified. I agree that, in applying for a position at Charlot Gymnastics, I am willing to accept employment based on these terms.

Date this _____ day of _____ 20__.

Witness: _____ Applicant: _____