



Spokane Housing Ventures

715 East Sprague Avenue • Spokane, Washington 99202 • Voice: (509) 232-0170 • Fax: (509) 484-4617

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, marital status, national origin, handicap or veteran status.

EMPLOYMENT APPLICATION

Last Name:		First:	Middle:	Date of Application:
Street Address:				Home Telephone: ()
City, State, Zip:				Business Telephone: ()
Position(s) Applied For:				Are you 18 years old or older? <input type="checkbox"/> Yes <input type="checkbox"/> No
Referral Source: <input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Relative <input type="checkbox"/> Walk-In <input type="checkbox"/> Employment Agency <input type="checkbox"/> Other				On what date would you be available for work?
Have you filed an application here before? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If Yes, give date:</i>				Are you employed now? <input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been employed here before? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If Yes, give date:</i>				May we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you legally eligible for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No				Are you on a lay-off and subject to recall? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you available to work: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Shift Work <input type="checkbox"/> Temporary				Can you travel if a job requires it? <input type="checkbox"/> Yes <input type="checkbox"/> No
Have you been convicted of a felony within the last 7 years? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If Yes, please explain</i>				<i>A conviction record will not necessarily bar you from employment.</i>

Education/Training

School	Name and Location of School	Course of Study	Years Completed	Did you Graduate?	Degree or Diploma
Graduate				<input type="checkbox"/> No <input type="checkbox"/> Yes	
College				<input type="checkbox"/> No <input type="checkbox"/> Yes	
Business/Trade/Technical				<input type="checkbox"/> No <input type="checkbox"/> Yes	
High School				<input type="checkbox"/> No <input type="checkbox"/> Yes	
Elementary				<input type="checkbox"/> No <input type="checkbox"/> Yes	

Special Skills and Qualifications *Summarize special skills and qualifications acquired from employment or other experience which may relate to this position:*

Personal References *Please give us some personal references whom we may contact (not relatives)*

Name	Profession	Address	Phone

I certify that the information and answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that employment with Spokane Housing Ventures is **at will** and I am required to abide by all rules and regulations of Spokane Housing Ventures.

At-Will Employment: Employment at SHV is "at-will". At-will employment means that you are free to discontinue or terminate your employment at SHV for any reason, at any time. It also means that SHV has the right to terminate your employment at any time with or without reason, unless otherwise prohibited by law. SHV employees are not guaranteed continuous employment. No supervisor, manager, or other representative has any authority to alter the policy of at-will employment, except the Executive Director or designee, who may do so only in a signed, written contract.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

Signature of Applicant

Date