



| University of New Haven

Employment Application



University of New Haven

APPLICANT INFORMATION

Last Name		First Name		M.I.		Date Available for work				
Street Address						Apartment/Unit #				
City			State		Zip Code					
Phone			E-mail Address (Required for Background Checks)							
Date Available										
Position Applied for				Type of employment desired			Full Time		Part Time	
Are you legally authorized to work and accept new employment in the U.S.?		YES NO								
Do you now, or will you in the future, require sponsorship from the University in order to obtain, extend or renew your authorization to work in the U.S.?		YES NO								
Have you ever worked for the University of New Haven?		YES NO		If yes, when and in what role?						
Are you currently employed?		YES NO		If so, may we contact your employer?			YES NO		Are you over 18? YES NO	
Shift available (check all that apply)		1st 2nd 3rd		Are you available to work overtime if required?			YES		NO	
Are you available to work evenings if required?		YES NO		Are you available to work weekends if required?			YES		NO	

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EDUCATION

High School (Name & Location)										
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Did you graduate?		YES NO		Degree						
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College (Name & Location)										
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From To		Did you graduate? YES NO		Degree						
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College (Name & Location)										
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From To		Did you graduate? YES NO		Degree						
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University of New Haven

List any other relevant professional schooling, training, or certificates (etc.) that you would like us to know about.

Empty box for listing professional schooling, training, or certificates.

PREVIOUS EMPLOYMENT

Company		Phone ()		
Address		Supervisor		
Job Title				
Responsibilities				

From	To	Reason for Leaving		
May we contact your previous supervisor for a reference?		YES	NO	

Empty shaded box for previous employment entry.

Company		Phone ()		
Address		Supervisor		
Job Title				
Responsibilities				

From	To	Reason for Leaving		
May we contact your previous supervisor for a reference?		YES	NO	

Empty shaded box for previous employment entry.

Company		Phone ()		
Address		Supervisor		
Job Title				
Responsibilities				

From	To	Reason for Leaving		
May we contact your previous supervisor for a reference?		YES	NO	



University of New Haven

SKILLS and QUALIFICATIONS

Summarize any professional special skills and qualifications that you want us to know about.

References

Name:	Phone & Email Address:	Years Known
Name:	Phone & Email Address:	Years Known
Name:	Phone & Email Address:	Years Known:

DISCLAIMER AND SIGNATURE

I hereby certify that all statements made by me and all documents (including this application and any resume if attached) in connection with my application for employment are true, correct and complete. I understand that any falsifications, omissions, or misrepresentations may cause my application to be rejected and, if I am employed, my employment may be terminated at any time.

I authorize the University of New Haven and its duly authorized agents and employees to check references and to investigate all matters necessary to determine my suitability for the position sought, including all information provided by me and to verify accuracy of such information.

I hereby release from liability and hold harmless the University of New Haven, its employees and agents, and any and all persons, corporations, or organizations who provide truthful information in good faith in response to the above authorization.

Should I be employed by the University of New Haven, I agree to conform to the rules, regulations, and policies of the University as they presently exist or are subsequently modified, with appropriate notification to the University community, in accord with University policy. I further understand that the University follows the "Employment-at-Will" principle of employment which provides the University or the employee the opportunity to end the employment relationship at any time, except for unlawful reason and in conjunction with a collective bargaining agreement if applicable. The employment-at-will relationship may be modified only in a written agreement signed by the President of the University.

The University is an Equal Opportunity / Affirmative Action Employer. The University does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local, state, or federal law.

By signing this statement of Acknowledgement/Certification, I certify that I have read the above statement and accept the terms and conditions set forth.

Signature		Date	
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