



**AN EQUAL OPPORTUNITY EMPLOYER**

**Employment History**

List your last four (4) employers, assignments, or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in comments section below.

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Employer:	Telephone:	Address:	
Date Employed	Job Title	Starting Hourly Rate/Salary	Final Hourly Rate/Salary
Immediate Supervisor and Title			Reason for Leaving

Summarize the nature of the work performed and job responsibilities

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May we contact for reference?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Later
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**Skills and Qualification** – Summarize any special training, skills, licenses, certificates and/or characteristics of yourself that may qualify you as being able to perform job-related functions for the position which you are applying \_\_\_\_\_

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\_\_\_\_\_

**IF YOU ARE APPLYING FOR A CLERICAL POSITION, PLEASE COMPLETE THE FOLLOWING:**

Typing WPM \_\_\_\_\_  Ten Key  Cash Register  Dictaphone

Personal Computer (List types of programs) \_\_\_\_\_

What business machines can you operate: \_\_\_\_\_

**Educational Background**

**A.** List last three (3) schools attended, starting with most recent. **B.** List number of years completed. **C.** Indicate degree or diploma earned if any. **D.** Grade Point Average or Class Rank and **E.** Major and minor of study (if applicable).

A. School	B. Years Completed	C. Degree Diploma	D. GPA Class Rank	E. Major	E. Minor

List any foreign language(s) you know and check the boxes that describe your skill level.

Language	Speak Some	Speak Fluently	Read	Write

**References**

List name and telephone number of three business/work references who are *not* related to you and are *not* previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Telephone	Years Known

List professional, trade, business, or civic associations and any offices held. (Exclude membership which would reveal sex, race, religion, national origin, age, color, disability or other protected status.)

Organization	Offices Held

List special accomplishments, publications, awards (exclude information which would reveal sex, race, religion, national origin, age, color, disability or other protected status.)

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List any additional information you would like us to consider.

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**IMPORTANT: READ CAREFULLY**

I hereby authorize all of my prior employers, credit bureaus, the officials of all schools which I have attended or been associated with, any person named above on this application blank, all public officials, and any other person or entity to give any information regarding my employment, personal habits, ability, criminal record, or any other relevant information they may have regarding me whether or not it is on their records. I hereby release said employers, schools, public officials, and other persons and entities, from any and all liability for any damages whatsoever which might result from their revealing or furnishing this information.

I understand that an investigation may be made whereby information is obtained through personal interviews with neighbors, friends, and others with whom I am acquainted, as well as from credit bureaus. This may include information as to character, general reputation, personal characteristics, credit history, or mode living. I know that I have the right to make a written request within a reasonable period of time for a complete and accurate disclosure of information concerning the nature and scope of this investigation.

I understand and accept that as part of the application and employment process, and/or during employment with LOGA, I may be asked to submit to testing for alcohol and drugs, in accordance with law. By signing this application, I hereby agree to submit to such examinations and release all persons and companies from any liability arising out of such examinations, and tests. I further agree that the examining person may disclose to LOGA or its representative the results of same.

If employed, I agree to conform to all policies, practices, and procedures of LOGA and acknowledge that these may be changed, interpreted, withdrawn, or amended by LOGA at any time, at LOGA's sole option and without any prior notice to me. I consent and agree that LOGA shall have the right to search my personal property located on LOGA's property, along with LOGA desks, lockers, etc., for the purpose of investigating possible violations of LOGA's rules/policies.

I acknowledge that if hired, I will be an at will employee. I further acknowledge that my employment, or any offer of employment, if such is made, may be terminated, with or without cause, and with or without prior notice, at any time, even after acceptance, at the option of LOGA or myself. I understand that no representative of LOGA has any authority to enter into any agreement with me of any nature and do hereby state that none has so been asserted to me by anyone.

**I HEREBY STATE THAT ALL FACTS GIVEN ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND ANY MISREPRESENTATION OR OMISSION ON MY PART IS CAUSE FOR REJECTION OR TERMINATION.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Initials

\_\_\_\_\_  
Date