



Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain:

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

College or Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references. Please attach three letters of recommendation.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

**Check activities you have
knowledge and/or experience**

Activity	Knowledge of	Experience in	Activity	Knowledge of	Experience in
Membership Recruiting			Interest-based bargain		
Grievance Process			Negotiating Contracts		
Arbitration			Analyzing Budgets		
Training Adults			Managing a Budget		
Writing newsletters/PR			Political Organizing		

Activity	Knowledge of	Experience in	Activity	Knowledge of	Experience in
Word Processing			Advocacy		
Spreadsheets			Working for a Board		
Publishing			Non-Profit Work		
Power Point			Management Work		
Other -			Other -		
Other -			Other -		

'Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

The Executive Director is provisional during the first twelve months of employment.

If employed, my employment is subject to satisfactory reference checks and annual evaluations.

The Woodland Peaks UniServ is a drug free environment and violation will be cause for dismissal.

Signature: _____ Date: _____

Return application to:

Woodland Peaks UniServ
 Attention: Chelsa Roberts, President
 1220 N Main St. Unit 8
 Springville, UT 84663
 Or send via email to: woodlandpeaks001@gmail.com

All applications must be received in our office by October 15th, 2021 at 4:00 p.m.