

**GREEN VALLEY ENTERPRISES INC.**

1223 Madison Street

Beaver Dam WI 53916

www.gveinc.org

920.887.4282

APPLICATION FOR EMPLOYMENT

Position Applying For: _____ Date: _____

Name [L/F/M]: _____ Phone: _____

Address [Street / Apt #]: _____ Cell: _____

City / Zip: _____ Email: _____

Are you looking for full-time or part-time work?

☐ F/T☐ P/T

Are you 18 years of age or older?

☐ Y☐ N

Can you provide evidence authorizing you to work in the U.S.?

☐ Y☐ N

Do you have a valid Wisconsin driver's license?

☐ Y☐ N**EDUCATION**

	<u>School Name</u>	<u># Years</u>	<u>Graduate?</u>	<u>Degree</u>
High school	_____	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	_____
Technical	_____	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	_____
College	_____	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	_____
Other	_____	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	_____

WORK HISTORY (Most Recent First)

Employer #1 Name: _____

Address (Street / City / State / Zip): _____

Supervisor's Name: _____ Supv Phone #: _____

Employment Dates: From _____ to _____ May we contact Employer? ☐ Yes ☐ No

Job Title / Type of Work: _____ Highest Rate of Pay: \$ _____

Reason for leaving: _____

Employer #2 Name: _____

Address (Street / City / State / Zip): _____

Supervisor's Name: _____ Supv Phone #: _____

Employment Dates: From _____ to _____ May we contact Employer? ☐ Yes ☐ No

Job Title / Type of Work: _____ Highest Rate of Pay: \$ _____

Reason for leaving: _____

Employer #3 Name: _____

Address (Street / City / State / Zip): _____

Supervisor's Name: _____ Supv Phone #: _____

Employment Dates: From _____ to _____ May we contact Employer? ☐ Yes ☐ No

Job Title / Type of Work: _____ Highest Rate of Pay: \$ _____

Reason for leaving: _____

ADDITIONAL INFORMATION

Please share any additional information that relates to your abilities and qualifications to perform the job for which you are applying, including closely-related experience, licenses, professional memberships, and similar information: _____

Have you served in the U.S. military? ☐ Yes ☐ No If yes, which branch? _____

Describe any training you have which is relevant to the position you're applying for: _____

REFERENCES

<u>Name</u>	<u>City/State</u>	<u>Phone #</u>	<u>Personal or Professional?</u>
_____	_____	_____	<input type="checkbox"/> Per <input type="checkbox"/> Pro
_____	_____	_____	<input type="checkbox"/> Per <input type="checkbox"/> Pro
_____	_____	_____	<input type="checkbox"/> Per <input type="checkbox"/> Pro

I understand that nothing on this application intends or implies a contractual relationship. If I am hired, I understand that employment at GVE Inc. is At-Will, i.e. it is not for any specific or promised period of time, and that my employment may be terminated with or without cause, with or without notice, or with or without reason so long as there is no violation of applicable federal or state laws. Only a written agreement signed by the Executive Director can change my At-Will status.

I understand that GVE will investigate my work and personal history, and verify or attempt to verify the information that I've presented on this application or related documents I've submitted or will submit.

I authorize all individuals, schools, and employers listed above to provide information requested about me, and I release them from liability for damages in providing such information. I also understand that GVE will conduct a background check from available public records. By my signature below, I certify that my application information is true and accurate, and I understand that any falsification or willful misrepresentation may be cause for dismissal if hired.

Applicant Signature _____ **Date:** _____

GVE is an Equal Opportunity Employer. Our At-Will Employment Policy and employment practices are intended to ensure equal treatment to individuals without regard to race, religion, color, national origin, gender, physical or mental abilities, and age.

=====OFFICE USE ONLY=====

Application recorded on applicant flow chart: ☐ Yes ☐ No