

<p>Making Waves Education Program <i>Providing the Education Opportunities that Change Lives</i></p> <h2 style="margin: 0;">Employment Application</h2>		
<p>It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, religion, national origin, or other protected classification.</p>		
<p>Position Desired: <input type="checkbox"/> Tutor <input type="checkbox"/> Other (specify)</p>		<p>Date</p>

Personal Information

First Name	Middle Name	Last Name
Present Address		
Permanent Address (if different from present address)		

Daytime Phone ()	Evening Phone ()	Cell Phone ()
Email Address		Driver's License
		State

Period of time you can commit to (circle one): Semester Academic year On Going

Grade you prefer to work with (circle one): 5th 6th 7th 8th 9th 10th 11th 12th no preference n/a

Have you ever applied to or worked for Making Waves Education Program?

yes no If yes, when?

Do you have any friends or relatives working for Making Waves Education Program?

yes no If yes, state name(s) and relationship(s):

Why are you applying to work for the Making Waves Education Program?

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If hired, would you have a reliable means of transportation to and from work? yes no

Are you at least 18 years old? yes no

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? yes no

If no, describe the functions that cannot be performed.

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and skill and agility tests.)

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? (Convictions for marijuana-related offenses that are more than two years old need not be listed.)

yes no

If yes, state the nature of the crime(s), when and where convicted, and disposition of the case.

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, date of the offense, the surrounding circumstances, and the relevance of the offense to the position applied for may, however, be considered.)

Education

Level	School Name	Address	Number of Years Completed	Did You Graduate?	Degree or Diploma
High School					
College/ University					
Post-Graduate					

Special Skills

Academic:
Foreign Languages:
Activities/Hobbies:
Information Technology

Employment History

List below all present and past employment starting with your most recent employer (last five years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume. Attach additional page(s) if necessary.

Name of Employer	Address	Type of Business
Position Title	Your Supervisor's Name	Telephone Number ()
Date of Employment From To	Weekly Pay Starting Ending	Reason for Leaving
Duties		
May we contact your employer for a reference? <input type="checkbox"/> yes <input type="checkbox"/> no		

Name of Employer	Address	Type of Business
Position Title	Your Supervisor's Name	Telephone Number
Date of Employment From To	Weekly Pay Starting Ending	Reason for Leaving
Duties		
May we contact your employer for a reference? <input type="checkbox"/> yes <input type="checkbox"/> no		

References

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name	Address	Telephone	Occupation	No. Yrs. Acquainted
		()		
		()		
		()		

Applicant's Statement

Please Read Carefully, Initial Each Paragraph and Sign Below.

Initials	I certify that the information given by me in this application is true and correct and
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Employment Application

	that I, the undersigned, have personally completed this application. I understand and agree that if I provide any false or misleading information on this Application or in my pre-employment interviews, or otherwise omit a material fact it may result in the revocation of any offer of employment or the immediate termination of my employment with Making Waves, regardless of when it is discovered.
Initials	I understand that any offer of employment is contingent upon my providing proof of identity and eligibility to work in the United States.
Initials	I hereby authorize my prior employers, all educational institutions that I have attended, and all individuals whom I have listed as references herein, to supply to Making Waves and its agents or designees, any and all information that they may have regarding my past employment, education, experience, and qualifications. I hereby authorize Making Waves to investigate and obtain any and all oral and documentary information regarding my past employment, education, experience, and qualifications. I hereby release and agree to indemnify and hold harmless Making Waves and all such prior employers, educational institutions, and individuals from any and all liability for providing any information regarding my past employment, education, experience, and qualifications.
Initials	I understand and agree that, if I become employed by Making Waves, I will be employed on an “at-will” basis. This means that my employment may be terminated by either Making Waves or me at any time, with or without cause, and with or without advance notice. I further understand and agree that Making Waves may demote or discipline me, or take other actions with respect to my employment, in its sole discretion, with or without cause, and with or without advance notice. I also understand that no person, other than the Executive Director of Making Waves, has the authority to modify the terms of my at-will employment, and that any such modification will not be binding unless it is in writing and signed by the Executive Director. No one has made any promises or commitments to me contrary to the foregoing.
Initials	I acknowledge that I have read the statements listed above, that I understand them, and that they will become a part of the terms and conditions of my employment if I am offered a position with Making Waves. I understand and agree that the terms of this Applicant’s Statement cannot be changed or revoked by any employee of Making Waves, except in a written agreement signed by the Executive Director.
Initials	Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien, or outstanding judgment) be conducted by internal personnel employed by Making Waves, I am entitled to copies of any such public records obtained unless I initial the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even through I have checked the box below.
Initials	I waive receipt of a copy of any public record described in the paragraph above.
Applicant’s Signature	
	Date