



Employment Application

Anderson Districts 1 & 2 Career and Technology Center

702 Belton Highway

Williamston, SC 29697

Phone: 864-847-4121 ~ Fax: 864-847-3539

Date of Application: _____

Position Applied For: _____

Date Available: _____

Name: _____
Last First Middle

Telephone Number: _____ E-mail Address: _____

Address: _____
Street City State Zip

Have you ever been convicted of a felony or misdemeanor other than minor traffic violations? Yes No

Are you employed now? Yes No If yes, please indicate reason for leaving: _____

Indicate the highest level of formal education completed by circling the appropriate category below.

High School Business School Technical School Jr. College (2-year degree)
Senior College (4-year degree) Graduate School (Masters degree or above)
Other: _____

EDUCATIONAL TRAINING

a. High School

Name of School Location Date of Entrance Year Graduated

b. Undergraduate

Name of College Degree Date Attended Major Field Minor Field

c. Graduate Work

Name of College Semester Hours Date Attended Degree Course of Study

SKILL TRAINING

Type Location Date of Training Certification

1. _____

2. _____

3. _____

WORK EXPERIENCE *(List most current first.)*

	Name of Employer	Address	Title of Positions	Kind of Work	Dates
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____

REFERENCES *(List three professional contacts, not relatives, who are familiar with your work habits and skills.)*

	Name	Position	Address	Phone
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

I certify that the information provided on this application is true and complete to the best of my knowledge, and agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for termination if discovered at a later date.

I authorize person(s), schools, my current employer, my previous employer, and other organizations I have named in this application, to provide the Career & Technology Center with any relevant information that the Center may require. I further release all parties providing information from any and all liability or claims for damages that may result from the disclosure or use of this information. I also understand that my employment is conditional upon the Center's receipt of satisfactory Criminal Record History report. I understand that the failure to complete all sections, or sign the application, may result in the application being returned for completion causing delay or possible disqualification.

I have read this application in its entirety.

Signature of Applicant

WAIVER OF REVIEW OF CONFIDENTIAL RECOMMENDATION

I hereby waive and relinquish all rights to review the contents of reference letters and/or forms from former employers and/or references named in my application for employment with the Career & Technology Center, provided such documents are used solely for the purpose of evaluation of my application.

Signature of Applicant

Date

Anderson Districts 1 & 2 Career and Technology Center does not discriminate based on race, color, national origin, religion, sex, age, disability, or citizenship status. Your response to the questions contained on this application will be used only as relevant to the position you are seeking.