



**Employment Application**

**Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #

\_\_\_\_\_  
City State Zip Code

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security #: \_\_\_\_\_

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 PCCC?: Yes  No  If so, when?: \_\_\_\_\_

Are you related to any employees or Trustees of PCCC?: Yes  No

If Yes, Name of person: \_\_\_\_\_  
Name/Relationship

Have you ever been convicted of a crime?: Yes  No

If yes, explain: \_\_\_\_\_

**Education**

• High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?: Yes  No  Degree: \_\_\_\_\_

• College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?: Yes  No  Degree: \_\_\_\_\_

• College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?: Yes  No  Degree: \_\_\_\_\_

• College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?: Yes  No  Degree: \_\_\_\_\_

• Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?: Yes  No  Degree: \_\_\_\_\_

## Previous Employment

1. Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To : \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Reference: \_\_\_\_\_
2. Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To : \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Reference: \_\_\_\_\_
3. Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To : \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Reference: \_\_\_\_\_

## Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_  
If other than honorable, explain: \_\_\_\_\_

## Applicant's Statement

*I certify that my answers are true and complete to the best of my knowledge, with full disclosure. I authorize the investigation of all statements contained in this application as may be necessary in carrying out an employment decision. I understand that certain positions will require the completion of a criminal background check. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I agree that, as a condition of employment, I will take no part time or supplementary job without notifying the College.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Passaic County Community College does not discriminate on the basis of race, gender, color, national or ethnic origin, sexual orientation, physical or mental disability in the administration of its employment program.*

Passaic County Community College is an Affirmative Action/Equal Opportunity Employer.