

EDUCATION:

Do you have a High School Diploma or GED? ____ yes ____ no

Circle last year of school completed: 9 10 11 12 13 14 15 16 17 18

Circle the highest degree earned: High School GED AA Bachelor Master Doctorate

Area of Concentration and/or degree(s), certificates, licenses, endorsements:

Additional skill, including supervision skills, other languages or information regarding the employer's career/occupation you wish to bring to the employer's attention:

Typing speed: _____ per minute

Please send this form along with a current resume to director@handsofhopenw.org

or deliver to:

**Hands of Hope Northwest
Attention Debbie Wheeler
1201 S. Powerline Rd.
Nampa, ID 83686**

EMPLOYMENT HISTORY

Former Employment: Include five years of employment history. (List employers, starting with the current or most recent. Explain all gaps in time of employment.)

1. **Company Name:** _____ **Job Title:** _____
Address: (Street) _____ **(City)** _____ **(State)** _____ **(Zip)** _____
Start Date: _____ **End Date:** _____ **Rate of Pay:** _____
Detailed Job Duties: _____
Reason for Leaving: _____
Contact person for references _____ **Phone #:** _____

2. **Company Name:** _____ **Job Title:** _____
Address: (Street) _____ **(City)** _____ **(State)** _____ **(Zip)** _____
Start Date: _____ **End Date:** _____ **Rate of Pay:** _____
Detailed Job Duties: _____
Reason for Leaving: _____
Contact person for references _____ **Phone #:** _____

3. **Company Name:** _____ **Job Title:** _____
Address: (Street) _____ **(City)** _____ **(State)** _____ **(Zip)** _____
Start Date: _____ **End Date:** _____ **Rate of Pay:** _____
Detailed Job Duties: _____
Reason for Leaving: _____
Contact person for references _____ **Phone #:** _____

May we contact your former employers to verify this information? ___ yes ___ no

May we contact your present employer? ___ yes ___ no

The law prohibits discrimination in hiring due to age, race, color, sex, national origin, disability or veteran's status.

INFORMATION TO THE APPLICANT

I understand that employment will be contingent upon the successful completion of a background investigation.

As part of the procedure for processing the employment application, my personal and employment references may be checked. If I have misrepresented or omitted any facts on this application, and am subsequently hired, I may be discharged from the job.

If necessary for employment, I may be required to supply my birth certificate or other proof of authorization to work in the United States.

I understand that Hands of Hope is a Christian 501 C3 non-profit organization and I will be required to:

- a. submit a statement of faith
- b. identify and describe my involvement in a faith community
- c. explain my spiritual journey relating how I have developed in my knowledge and practice of the Christian faith.

Signature of Applicant: _____ Date: _____

Revision date: April 2017