

**APPLICATION FOR
EMPLOYMENT**

CLASSIFIED STAFF

NORTHWEST INDIAN COLLEGE

2522 Kwina Rd., Bellingham, WA 98226 (360) 676-2772 Fax: (360) 738-0136

PERSONAL INFORMATION

| | | | |
|----------------|------------|----------------|---------------------|
| Last Name | First Name | Middle Initial | Social Security No. |
| Street Address | City | State | Zip Code |
| Home Telephone | Work Phone | E-mail | Driver's License # |

EMPLOYMENT INTERESTS, SKILLS AND ABILITIES

POSITION APPLYING FOR

_____ No. of years experience in this area: _____

SPECIALIZED TRAINING

Computer IBM Spreadsheet Database Copy Machine
 MAC Word Processing Mainframe Calculator
 Typing WPM _____ Shorthand WPM _____ Fax Machine

State any additional information you feel may be helpful to us in considering your application.

TYPE OF EMPLOYMENT DESIRED (check all that apply)

Part-time Full-time Temporary Permanent
How did you hear about NWIC and/or job opening? News ad Employee
Friend Relative NWIC Job Posting Board Other: _____
Have you applied for a position here at the college before? Yes No

CONSIDERATIONS

Salary expected: \$ _____ per hour
 or \$ _____ per week Date available to work: _____

Do you have the legal right to work in the U.S. Yes No Hours able to work _____
Are you over 18 years of age? Yes No Days able to work _____
If working, can we contact current employer? Yes No Unable to work during this time _____
If you are applying for a position that requires a WA State Drivers License, answer the following questions.
Do you have a valid WA State Driver's License? Yes No Are you eligible to obtain one? Yes No

Have you been convicted of any crimes in the past ten years, excluding misdemeanors and summary offenses, which have not been annulled, expunged or sealed by a court?

Yes No If "Yes", describe in full.

EDUCATION AND TRAINING

| Name of School(s) High School | Location | Dates Attended from | to | Major Studies | Degree Grad. Date |
|----------------------------------|----------|------------------------|----|---------------|----------------------|
| | | | | | |
| College | | | | | |
| | | | | | |
| Business/Trade School | | | | | |
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MILITARY

| Branch of Service | Rank Held | Entry | Release | Active Duty Date | From Mo/Yr | To Mo/Yr | Type of Duty |
|----------------------|--------------|-------|---------|---------------------|---------------|-------------|--------------|
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Type of Specialized Training Received:

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EMPLOYMENT EXPERIENCE

Please give detailed information on the past three positions held, starting with your present, or most recent employer. Include summer or temporary employment.

| Employer Name & Address | Start Date | End Date | Supervisor(s) Name | Salary History Start & End | Reason for Leaving |
|----------------------------|---------------|-------------|-----------------------|-------------------------------|-----------------------|
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Please briefly describe your job duties and responsibilities:

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| Employer Name & Address | Start Date | End Date | Supervisor(s) Name | Salary History Start & End | Reason for Leaving |
|----------------------------|---------------|-------------|-----------------------|-------------------------------|-----------------------|
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Please briefly describe your job duties and responsibilities:

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| Employer Name & Address | Start Date | End Date | Supervisor(s) Name | Salary History Start & End | Reason for Leaving |
|----------------------------|---------------|-------------|-----------------------|-------------------------------|-----------------------|
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Please briefly describe your job duties and responsibilities:

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Note to Applicants:

After reviewing the job requirements of the position, please read the following statement and answer

