

# Pioneering Possibility

for individuals with autism and their families since 1999  
**Employment Application**



**faison  
center**

## Applicant Information

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

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

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Position Applied for: \_\_\_\_\_ Desired Salary: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Are you authorized to work in the U.S.? | YES  | NO  | YES, WITH SPONSORSHIP

Have you ever worked for The Faison Center? | YES  | NO  | If yes, when? \_\_\_\_\_

## Education

Do you have a high school diploma or equivalent? YES  NO

*Please list other education completed.*

College: \_\_\_\_\_ City, State: \_\_\_\_\_

Did you graduate? YES  NO  Degree & Major: \_\_\_\_\_

College: \_\_\_\_\_ City, State: \_\_\_\_\_

Did you graduate? YES  NO  Degree & Major: \_\_\_\_\_

## Employment History (please list most recent first)

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

City, State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Salary: \_\_\_\_\_

*Please note your current employment will be verified before an offer is made.*

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

City, State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Salary: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

**The Faison Center  
Employment Application**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
City, State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Salary: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisors for a reference? YES  NO

**References (Please list three (3) professional references)**

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Military Service**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

**Criminal History**

The Faison Center is committed to providing a safe and secure environment. Satisfactory completion of a comprehensive background check is a condition of employment. Please list all convictions (except for possession of marijuana), regardless of time passed – a conviction does not automatically disqualify you from all jobs, though there are barrier crimes which prevent people from working with children or individuals with disabilities. If you would like more information on barrier crimes, please contact your Faison HR representative. Convictions will be judged on their own merits with respect to time, circumstances, and the extent to which it is related to the job for which you are applying. Most jobs will require an FBI fingerprint background check. It is important for you to know that falsification of any of the information below, or omission of convictions, is grounds for termination of employment.

Have you ever been convicted of a misdemeanor? YES  NO

If yes, list offense, date of conviction, and city/state: \_\_\_\_\_

Have you ever been convicted of a felony? YES  NO

If yes, list offense, date of conviction, and city/state: \_\_\_\_\_

Have you ever been convicted of a moving violation (traffic offense)? YES  NO

If yes, list offense, date of conviction, and city/state: \_\_\_\_\_

**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge. I understand that all information on this application is subject to verification and I consent to background checks should I accept an offered position. I also consent to references, current and former employers, and educational institution listed being contacted regarding this application. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Print Name: \_\_\_\_\_

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