

GOODWILL INDUSTRIES OF TENNEVA AREA, INC.

2017 Brookside Lane • Kingsport, TN 37660 • (423) 245-0600 • (423) 245-0200 Fax • www.goodwilltnva.org



Employment Application

Goodwill Industries of Tenneva ensures consideration for employment to all applicants without regard to race, color, religion, creed, age, sex, gender identity, national origin or ancestry, sexual orientation, marital status, veteran status, or status as a qualified individual with a disability or any other basis of discrimination prohibited by applicable local, state, or federal law.

Only applicants who have a legal right to work in the United States are eligible for employment. **Goodwill Industries of Tenneva Area, Inc. will use the E-Verify system to confirm identity and work authorization.**

APPLICANT INFORMATION											
Last Name					First				M.I.	Date	
Street Address											
City					State				ZIP		
Phone					Do you have a valid driver's license?						
Date Available					Days Available M T W TH F Sat Sun		Full Time <input type="checkbox"/>		Desired Salary		
							Part Time <input type="checkbox"/>				
Position Applied for											
Are you a citizen of the United States? <i>(Proof of US citizenship status; will be required upon employment)</i>				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If no, are you authorized to work in the U.S.? <i>(Proof of Immigration status will be required upon employment.)</i>		YES <input type="checkbox"/>	
										NO <input type="checkbox"/>	
Have you or a family member ever worked for this company?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when & who if family?			
EDUCATION											
High School					Address						
From		To	Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
College					Address						
From		To	Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
Other					Address						
From		To	Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
REFERENCES											
<i>Please list three references <u>NOT</u> related to you. Misrepresentation of references will result in automatic dismissal of your application.</i>											
Full Name					Relationship						
Address					Phone		()				
Full Name					Relationship						
Address					Phone		()				
Full Name					Relationship						
Address					Phone		()				

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PREVIOUS EMPLOYMENT									
Company					Phone ()				
Address					Supervisor				
Job Title				Starting Salary \$		Ending Salary \$			
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>			
Company					Phone ()				
Address					Supervisor				
Job Title				Starting Salary \$		Ending Salary \$			
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>			
Company					Phone ()				
Address					Supervisor				
Job Title				Starting Salary \$		Ending Salary \$			
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>			
Company					Phone ()				
Address					Supervisor				
Job Title				Starting Salary \$		Ending Salary \$			
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>			
SKILLS AND QUALIFICATIONS – Summarize special skills and qualifications acquired from employment or other experiences.									
DISCLAIMER AND SIGNATURE (PLEASE READ AND SIGN)									
I certify that my answers are true and complete to the best of my knowledge.									
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. Furthermore, I understand that just as I am free to resign at any time, the employer reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of the Employer has the authority to make any assurances to the contrary.									
I give the employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the Employer and its representatives for seeking such information and all other persons, corporations, or organizations for furnishing such information.									
SIGNATURE						Date			

FOR OFFICE USE ONLY

Employment Verification	Date	Response