

**BETTER BUSINESS BUREAU**  
Serving Alaska, Oregon & Western Washington



**Employment Application**

The Better Business Bureau is an equal opportunity employer. We consider applicants for all positions without regard to race, creed, color, religion, age, national origin, sexual orientation or disability.

If you have a resume, please attach it to this application. Please provide us with any information not included on your resume. If you do not have a resume, please fill out this application completely.

**APPLICANT INFORMATION**

Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Date Available		Desired Salary			
Position Applied for					
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	
				YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	

**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

**PREVIOUS EMPLOYMENT**

Company		Phone ( )			
Address			Supervisor		
Job Title		Starting Salary \$		Ending Salary \$	
Responsibilities					
Start Date	End Date	Reason for Leaving			
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>		

**PREVIOUS EMPLOYMENT, CONTINUED**

Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
Start Date	End Date	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

**REFERENCES**

*Please list three references. A combination of personal & professional is preferred.*

Full Name	Relationship
Company	Phone ( )
Address	
Is this reference: Personal <input type="checkbox"/> Professional <input type="checkbox"/>	
Full Name	Relationship
Company	Phone ( )
Address	
Is this reference: Personal <input type="checkbox"/> Professional <input type="checkbox"/>	
Full Name	Relationship
Company	Phone ( )
Address	
Is this reference: Personal <input type="checkbox"/> Professional <input type="checkbox"/>	

**DISCLAIMER AND SIGNATURE**

I certify that the answers given 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 termination. I acknowledge that consideration for employment will be contingent on the results of a reference and background check.

I hereby understand and acknowledge that any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge employee at any time with or without cause.

Signature	Date
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