



# EMPLOYMENT HISTORY

Please give an accurate, complete full-time and part-time employment record. Start with present or most recent employer.

<b>Company Name</b>	<b>Telephone</b> ( ) -
<b>Address</b>	<b>Employed (State Month and Year)</b> <b>From</b> <b>To</b>
<b>Name of Supervisor</b>	<b>Weekly Pay</b> <b>Start</b> <b>Last</b>
<b>State Job Title and Describe Your Work</b>	<b>Reason for Leaving</b>

<b>Company Name</b>	<b>Telephone</b> ( ) -
<b>Address</b>	<b>Employed (State Month and Year)</b> <b>From</b> <b>To</b>
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**YOUR EMPLOYMENT WITH US IS SUBJECT TO VERIFICATION OF THE EMPLOYMENT RECORD STATED ABOVE. YOUR SIGNATURE ON THIS APPLICATION IS YOUR AUTHORIZATION AND CONSENT THAT WE MAY OBTAIN YOUR PERSONNEL RECORDS AND MAKE INQUIRY OF ALL OF YOUR PRIOR EMPLOYERS.**

# SIGNATURE

I hereby declare the information provided by me in this Application for Employment is true, correct, and complete. I understand that any misstatement or omission of fact on this application is cause for rejection and dismissal, if employed. **I further understand that Sacred Heart University follows an employment “at will” policy, in that I or Sacred Heart University may terminate my employment at any time, consistent with applicable state or federal law, with or without cause.**

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

**In compliance with *The Clery Act*, the Department of Public Safety Annual Report is available upon request to prospective students, their parents and prospective employees. All students and employees of the University receive the Annual Report each fall. In addition, Annual Reports are available at the Department of Public Safety, the Human Resources Office, and the Dean of Students' Office.**

# COMMENTS

Please use this space for any additional comments you would like us to know.


# REFERENCES

Please list four (4) references (including former employers)

Name, Address, Town, State, Occupation	Phone #