



One Sky Community Services, Inc.
 755 Banfield Road | Suite 3 | Portsmouth | New Hampshire | 03801

Phone: (603) 436-6111 | Voice/TDD: (800) 660-4103
 Fax: (603) 436-4622 | Visit us online: www.oneskyservices.org

Application for Employment

One Sky is an equal opportunity employer. Discrimination on the basis of age, sex, race, color, marital status, physical or mental disability, religious creed, national origin, sexual orientation or any other non-merit factor is strictly prohibited.

Last Name	First Name	Middle Initial
Address	City	State/Zip
Phone Number(s)	Email address	

Employment desired: Regular Part-Time Temporary
 Position applying for: _____
 Date you can start: _____ How did you hear about us? _____
 Are you employed now? _____ May we contact your employer? _____
 Have you ever filed an application with us before? _____ If yes, give date: _____

Note: If you are hired you will be required to produce proof of your identity and authorization to work in the U.S. before you commence work with us.

Have you ever been convicted of a crime (including misdemeanors, felonies, and arrest(s) which has not been annulled or expunged or sealed by a court? Yes No If yes, describe conditions: *Conviction will not necessarily mean immediate disqualification for employment* _____

Education

School	Name & Location	# of years	Did you graduate?	Degree
High school				
College/ Graduate school				
Vocational/ Business/other				

Please list any licenses or special certifications that you hold _____

Information technology experience: Please list desktop applications/programs you are familiar with (i.e. word processing, spreadsheets, etc.) _____

Employment Experience

Have you worked for any other Human Service Agency? Yes No If yes, please describe _____

Present or most recent position	Second most recent position	Third most recent position
Company:		
Address:		
Type of Business:		
Duration of employment From: ___/___ to ___/___		
Position Title:		
Responsibilities:		
Supervisor name:		
Reason for changing positions:		

References

Name: (Business)	Phone #: Email address:
Name: (Business)	Phone #: Email address:
Name: (Personal)	Phone #: Email address:

It is my understanding that this employment application, or the granting of an oral interview, does not represent a contract of employment or promise of future benefits by this Agency. I understand and agree that if hired, my employment will be at-will and may be terminated, with or without cause, at any time, by either my employer or myself. I also understand that this written statement supersedes any oral representations made by representatives of One Sky Services.

Certification and Agreement

I certify that the information on this application is true, complete and correct. As an applicant for a position with One Sky Services, I authorize One Sky to investigate my past or present employment, character, attendance of last year worked, education, military and police records to ascertain any and all information which may be pertinent to my employment qualifications and experience. I authorize present and former employers, and individuals I have listed as professional/personal references, to furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information. I understand that false answers, statements, or significant omissions made by me on this form shall be sufficient cause for denial of employment or discharge. This authorization shall be valid for one year from the date of my signature below.

Applicant Signature

Date

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