

# SEVENTY-FIVE STATE STREET



APPLICATION FOR EMPLOYMENT  
75 State Street Portland, ME 04101

An Equal Opportunity Employer  
775-7775-PHONE 772-2896-FAX

VISIT OUR WEBSITE AT [WWW.75STATE.ORG](http://WWW.75STATE.ORG)

Thank you for your interest in Seventy Five State Street  
Seventy Five State Street is committed to a policy of recruiting, hiring, promoting and compensating employees based on qualification and performance without regard to race, color, religion, gender, age, national origin, sexual orientation, or any other protected class.

POSITION APPLIED FOR: \_\_\_\_\_ SHIFT \_\_\_\_\_ DATE OF APPLICATION \_\_\_\_\_  
NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE/ZIP \_\_\_\_\_  
TELEPHONE \_\_\_\_\_ CELL \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

## EMPLOYMENT HISTORY-MOST RECENT POSITION FIRST

EMPLOYER \_\_\_\_\_ TELEPHONE # \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
POSITION HELD \_\_\_\_\_ REASON FOR LEAVING \_\_\_\_\_  
DATES OF EMPLOYMENT \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_  
MAY WE CONTACT THIS EMPLOYER? YES NO IF NO, WHY NOT?

EMPLOYER \_\_\_\_\_ TELEPHONE # \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
POSITION HELD \_\_\_\_\_ REASON FOR LEAVING \_\_\_\_\_  
DATES OF EMPLOYMENT \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_  
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EMPLOYER \_\_\_\_\_ TELEPHONE # \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
POSITION HELD \_\_\_\_\_ REASON FOR LEAVING \_\_\_\_\_  
DATES OF EMPLOYMENT \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_  
MAY WE CONTACT THIS EMPLOYER? YES NO IF NO, WHY NOT?

Emergency Contact: Who should we contact in case of an emergency?

Name \_\_\_\_\_  
Address \_\_\_\_\_ Home number \_\_\_\_\_ Cell number \_\_\_\_\_

EDUCATIONAL/TRAINING BACKGROUND

Name & Location

Years Completed

Course of Study

Did you Graduate?

High School \_\_\_\_\_

College/Vocational \_\_\_\_\_

List any Skills/training/qualifications/licenses/certificates that would qualify you for the position you are applying for \_\_\_\_\_

\_\_\_\_\_

PLEASE ANSWER THE FOLLOWING QUESTIONS:

- 1. Have you ever been terminated or been asked to resign from a prior position? If yes, why?
- 2. Have you been employed here before? \_\_\_\_\_ If yes, please give dates of employment \_\_\_\_\_
- 3. Type of employment desired \_\_\_ full-time \_\_\_ part-time \_\_\_ per diem \_\_\_ temporary \_\_\_ Availability \_\_\_\_\_
- 4. Did a current employee refer you to us? If yes, who \_\_\_\_\_ Dept. Head Bonus Approval \_\_\_\_\_
- 5. Have you ever pled "guilty" or "no contest" to, or been convicted of a crime? \_\_\_\_\_ ANSWERING "YES" to this question does not constitute an automatic bar to employment. Factors such as the date of the offenses, seriousness and nature of the violation, rehabilitation, and position applied for will be taken into account.

APPLICANT STATEMENT

I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I understand that any information provided by me that I found to be false, incomplete or misrepresented in any respect, will be sufficient cause to cancel further consideration of this application, or immediately discharge me from the employer's service, whenever it is discovered.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I am free to resign at any time with or without cause and the employer reserves the same right to terminate my employment at any time, with or without cause, except as may be required by law. This application does not constitute an agreement or contract or employment for any specified period or definite duration. I understand that no supervisor or representative of the Seventy Five State Street is authorized to make any assurances to the contrary and that no implied, oral, or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by Seventy Five State Street's president/CEO.

I understand that Seventy Five State Street will do a criminal background check and may do a motor vehicle background check (depending on position applies for). Continued employment will be contingent upon the results of these background checks. During the course of employment SFSS may repeat these background checks at our discretion.

I voluntarily give this institution the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation and release from all liability or responsibility all persons, companies or corporations supplying such information.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT

I CERTIFY THAT I HAVE READ, FULLY UNDERSTAND AND ACCEPT ALL TERMS OF THE FOREGOING APPLICANT STATEMENT.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_