CENTRAL ARKANSAS DEVELOPMENT COUNCIL
APPLICATION FOR EMPLOYMENT

(Answer All Questions - Please Print)

If you would like a fillable form to electronically submit your application, please go to http://www.cadc.com/jobs.

In compliance with Federal and State equal employment opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, disability or military status.

Employment Desired: _____ Date: _____

Position(s) applying for: _____

Location of position: _____

Were you previously employed by CADC? ☐ Yes* ☐ No *If ***yes***, when and where? _____

Referred by: _____

When would you be available to start work? _____

Personal Information

Last Name: _____ First Name: _____ Middle Initial: _____

Social Security Number (SSN) _____ Phone Number: _____

Address: _____ City: _____ State: _____ Zip: _____

Have you been bonded? ☐ Yes* ☐ No *If ***yes***, on what jobs? _____

Have you been convicted of a crime in the past 10 years, excluding misdemeanors and summary offenses? ☐ Yes* ☐ No

*If ***yes***, describe in full: _____

List relatives on the CADC Board of Directors or employed by CADC. _____

In case of emergency, notify:

Last Name: _____ First Name: _____ Phone Number: _____

Address: _____ City: _____ State: _____ Zip: _____

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Education

High School

Name of School _____

Address: _____ City: _____ State: _____

Years Completed: _____ Did you graduate? ☐ Yes ☐ No* *If ***no***, did you get your GED? ☐ Yes ☐ No ☐ N/A

College

Name of School _____

Address: _____ City: _____ State: _____

Years Completed: _____ Did you graduate? ☐ Yes* ☐ No *If ***yes***, degree obtained? _____

Degree _____

Trade, Business, or Technical School

Name of School _____

Address: _____ City: _____ State: _____

Years Completed: _____ Did you graduate? ☐ Yes* ☐ No *If ***yes***, degree obtained? _____

Degree _____

Employment History

Resume may be attached. However, employment history must be completed to be considered.

Starting with your current, or recent employer, provide a ***ten (10) year*** employment history.

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

Employment History, continued

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

From: _____ To: _____

Company Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Salary: _____ Position: _____

Reason for leaving: _____

Are there any other experiences, skills, or qualifications which you feel would benefit you in this position?

_____

_____

_____

May we contact the employers listed? ☐ Yes ☐ No*

*If ***no***, indicate which one(s) you do not wish us to contact:

_____

_____

References:

Name _____	Address: _____
Phone Number: _____	Years Acquainted: _____
Name _____	Address: _____
Phone Number: _____	Years Acquainted: _____
Name _____	Address: _____
Phone Number: _____	Years Acquainted: _____

Application must be filled out completely to be considered.
Resumes will not be considered as part of the official employment application. Applications with statements such as "See Resume" will not be considered as complete.

I certify that the information provided in this Application for Employment is true, correct, and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.

I understand that prospective employees, or employees transferred into certain CADC positions, may be subject to a criminal background check, driver's record check, and/or pre-employment, and on-going, drug/alcohol testing.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue my employment in the future.

_____ Signature

_____ Date

Once completed, please ***mail application*** to:

CADC
Attn. Human Resources
P.O. Box 580
Benton, AR 72018

If in the general area, please ***return application*** to:

CADC
Attn. Human Resources
321 Edison Avenue
Benton, AR 72015

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