EMPLOYMENT APPLICATION FORM

Downtown Spokane Partnership / Parking and Business Improvement District

PLEASE COMPLETE PAGES 1-5.  DATE: ____________________________

Name: _______________________________________________________
        Last       First       Middle       Maiden

Address: _______________________________________________________
        Number       Street       City/State/Zip

How long? ____________________________________________________

Telephone: ___________________________________________________

Email: ________________________________________________________

Position applying for: _________________________________________

Desired salary: _______________________________________________

How many hours can you work weekly? ___________________________

Are you able to work nights? ___________________________________

Employment desired: ☐ Full-time only ☐ Part-time only ☐ Full- or Part-time

Days/Hours available for work

No Pref ☒       Tue ☐       Thur ☐       Sat ☐

Mon ☐       Wed ☒       Fri ☒       Sun ☐

Date available to begin work: ________________________________

EDUCATION & OTHER INFORMATION

<table>
<thead>
<tr>
<th>Type of School</th>
<th>Name of School</th>
<th>Address</th>
<th># of years completed</th>
<th>Major &amp; Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>College</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Business or Trade School</td>
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<td></td>
</tr>
<tr>
<td>Professional School</td>
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</tr>
</tbody>
</table>
EMPLOYMENT APPLICATION FORM

**This section to be completed by applicants who may use a company vehicle as part of their position.** Use of company vehicles may be required for Clean and Safe teams. A current driver’s license and clean driving record are a requirement to fulfill these positions.

<table>
<thead>
<tr>
<th><strong>DO YOU HAVE A DRIVER'S LICENSE?</strong></th>
<th>☐ Yes</th>
<th>☐ No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have you had any accidents in the last three years?</td>
<td>How many?</td>
<td></td>
</tr>
<tr>
<td>Have you had any moving violations in the past three years?</td>
<td>How many?</td>
<td></td>
</tr>
</tbody>
</table>

**Please list two references other than relatives or previous employers.**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company:</td>
<td>Company:</td>
</tr>
<tr>
<td>Position:</td>
<td>Position:</td>
</tr>
<tr>
<td>Address:</td>
<td>Address:</td>
</tr>
<tr>
<td>Telephone:</td>
<td>Telephone:</td>
</tr>
</tbody>
</table>

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to add any additional information necessary to describe your full qualifications for the specific position for which you are applying.

**Work Experience**

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

<table>
<thead>
<tr>
<th><strong>Job One</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name of Employer:</strong></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Phone Number:</strong></th>
<th><strong>Last Job Title/Position:</strong></th>
</tr>
</thead>
</table>

| **Reason for leaving (be specific):** |
# Employment Application Form

List the jobs you held, duties performed, skills used or learned, advancements or promotions while at this company.

<table>
<thead>
<tr>
<th>Job One</th>
<th>Job Two</th>
<th>Job Three</th>
</tr>
</thead>
</table>

**Name of Employer:**

**Name of Last Supervisor:**

**Employment Dates:**

**Salary:**

**From:** Start:

**To:** Final:

**Complete Address:**

**Phone Number:**

**Last Job Title/Position:**

**Reason for leaving (be specific):**
EMPLOYMENT APPLICATION FORM

List the jobs you held, duties performed, skills used or learned, advancements or promotions while at this company.

Details

May we contact your present employer?  
☐ Yes  ☐ No

Did you complete this application yourself?  
☐ Yes  ☐ No

If not, who did?

Please list any other relevant experience here, including military or volunteer service.

APPLICATION FORM WAIVER PLEASE READ CAREFULLY

In exchange for the consideration of my job application by Downtown Spokane Development Association (hereinafter called “the Company”), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Downtown Spokane Development Association, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the President of the Company. Both the undersigned and Downtown Spokane Development Association may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Company may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.
EMPLOYMENT APPLICATION FORM

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal if hired, at any time without any previous notice. I hereby give the Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contract.

I also understand that (1) the Company has a drug and alcohol policy that provides for pre-employment testing as well as testing after employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job-related physical examinations.

I understand that, for positions requiring fiduciary responsibility, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Company, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

I further understand that my employment with the Company shall be probationary for a period of ninety (90) days, and further that at any time during the probationary period or thereafter, my employment relation with the Company is terminable at will for any reason by either party.

I hereby acknowledge that I have read the above statement, understand it, and that all information furnished by me on this application is true and correct.

Signature of applicant: ___________________________ Date: ________________

This Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, creed, sexual orientation, gender identity, religion, age, national origin, citizenship or immigration status, disability, veteran status, marital status, genetic information, pregnancy status or any other basis prohibited by local, state or federal law. We assure you that your opportunity for employment with this Company depends solely on your qualifications.

Thank you for completing this application form and for your interest in our business.

Updated: 7/26/2021