

EMPLOYMENT APPLICATION FORM



**DOWNTOWN
SPOKANE**

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

Type of School	Name of School	Address	# of years completed	Major & Degree
High School				
College				
Business or Trade School				
Professional School				

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

Job Two

Name of Employer:	Name of Last Supervisor:	<u>Employment Dates:</u>	<u>Salary:</u>
Complete Address:		From:	Start:
		To:	Final:
Phone Number:	Last Job Title/Position:		
Reason for leaving (be specific):			

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

Job Three

Name of Employer:	Name of Last Supervisor:	<u>Employment Dates:</u>	<u>Salary:</u>
Complete Address:		From:	Start:
		To:	Final:
Phone Number:	Last Job Title/Position:		
Reason for leaving (be specific):			

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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.

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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