



ALABAMA COLLEGE SYSTEM

APPLICATION NO. _____

APPLICATION FOR EMPLOYMENT

SOUTHERN UNION STATE COMMUNITY COLLEGE

Position Information	Title of position for which you are applying: _____			Date of Application

Personal Information	Last Name		First Name		Middle Initial	Social Security Number	
	Address				City	State	ZIP
	<i>Contact Information</i>						
	Phone	Home	Work	Cell	E-mail Address		

Secondary and Postsecondary Education	School/College	Dates Attended From/To		Major	Minor	Degree(s) Earned
	High School/ GED					
	College					
	College					
	College					
Other (Specify)						

Employment History	Please list most recent employment experience first.		
	Employer	Telephone Number	Job Duties
	Address	Dates of Employment	
	Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
	Reason for Leaving	Supervisor	

Employment History (Continued)

Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	

Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	

Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	

Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	

Attach additional page if needed.

May we contact your current employer?

Yes No

Skills, Certifications, Awards or Professional Activities

References	Please list three reliable references, other than relatives, who can provide information verifying qualifications, character, or work experience.		
	Name and Title	Address	Phone Number

Felony Conviction(s)	Have you ever been convicted of or pled no contest or guilty to any felony or any crime involving theft, dishonesty, violence, or sexual misconduct? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain below:
	<hr/> <hr/>

Information regarding Relatives	Do you have any relatives currently employed as an Alabama State Board Member or in the Alabama College System? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list name of relative, position title of relative and where the relative is currently employed.
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Consent Agreement	I represent and warrant that the information I have given on this application is full and true to the best of my knowledge and belief. I further acknowledge that I understand that I must provide documented verification of education, experience, and required certifications and/or licensures. And further, I represent and warrant that I have answered fully and truthfully all questions regarding criminal convictions/records. I hereby expressly request, and give permission to, former employers and any persons who may have pertinent information concerning this application to furnish such information to college officials. I agree to hold such persons harmless, and I do hereby release them from any and all liability for damage of any nature whatsoever for furnishing such information. I understand that failure to provide full and true information on this application may result in disqualification or dismissal.	
	<hr/> Signature of Applicant	<hr/> Date

Return to: Southern Union State Community College
 Attention: Human Resources
 PO Box 1000
 Wadley, AL 36276

It is the policy of the Alabama Department of Postsecondary Education including all postsecondary institutions under the control of the Alabama State Board of Education, that no person shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. (Each institution will make reasonable accommodations for qualified disabled applicants or employees.)

