



EMPLOYMENT APPLICATION

The Dedham Community House, is an equal opportunity employer. We will consider all qualified applicants for employment, without regard to race, color, age, gender, sexual orientation, gender identity or expression, national origin, ancestry, citizenship, marital status, military or veteran status, physical or mental disability (except where a disability is a bona fide occupational disqualification), genetic information, or other protected category.

Please Print

Last Name:	First Name:	Middle:
------------	-------------	---------

Address:

City:	State:	Zip Code:
-------	--------	-----------

Home Phone:	Cell Phone:	E-Mail Address:
-------------	-------------	-----------------

Emergency Contact & Phone:

Position Desired (In Order of Importance):

1) 2) 3)

Education Information

High School Name:	Year of Graduation:	If Still attending, list grade in September:
-------------------	---------------------	--

College or University Name:	Year of Graduation:	Degree/Major:
-----------------------------	---------------------	---------------

Employment Eligibility

Can you provide evidence that you are legally able to work in the United States? Yes No

Please note that as required by the immigration reform and control act of 1986, you cannot be employed unless you can produce work authorization and identity documents as specified by the law.

Employment History

Employer Name & Location:	Dates of Employment:	Position Held:

Personal References (Please list 3 individuals who have knowledge of your personal abilities and character)
*****please include an e-mail address as we attempt to obtain references with an e-mail form*****

Name:	E-mail Address:	Phone:

Legal Information

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law is subject to criminal penalties and civil liabilities.

Applicant Statement

I certify that answers given herein are true and complete to the best of my knowledge. I understand that false or misleading information in my application or interview(s) may result in rejection of my application or, in the event of employment, discharge.

I authorize verification of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I release the Dedham Community House from any and all liability or damage resulting from the verification process.

I understand that by signing this application I recognize that a criminal background check (CORI and SORI) will be conducted should I be hired as a Dedham Community House staff member (this is required by Massachusetts state law).

I understand that this application and any of the company's employment policies or employment handbooks are not intended to be nor constitute a contract of employment.

I understand that if I become employed by the Dedham Community House, I will be at at-will employee. Accordingly, the employment relationship may be terminated, with or without cause, and with or without notice, at any time, at the option of either the company or me. I further understand that no supervisor, manager or representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing.

Signature of applicant

Date