



## **Employment Application**

*National Fatherhood Initiative (NFI) provides equal employment opportunities to all employees and applicants for employment. Accordingly, all terms and conditions of employment will be carried out without regard to race, color, religion, gender, nationality, marital status, age, disability and/or any other characteristic protected by federal, state or local law.*

*You must complete all pages of this application and the certification on the final page to be considered for employment.*

### **Your Information**

Name:

Address:

City/State/Zip:

Number of years at this address:

Daytime phone:

Evening phone:

Email Address:

Social Security Number:

Driver's License Number and State:

Position applied for:

How did you learn about the position?

Are you willing to work nights and weekends?

If no, please explain:

If NFI offers you employment, when  
would you be available to begin work?

Are you legally eligible for employment in the United States?

## **Employment History**

*List your three most recent employments/jobs/positions starting, if employed, with your current employment. (Please complete this section even if you provided a resume.)*

Employer Name:

Address:

City/State/Zip:

Position Title:

Reason for Leaving:

Dates of Employment (Month/Year):

Contact Person:

Employer Name:

Address:

City/State/Zip:

Position Title:

Reason for Leaving:

Dates of Employment (Month/Year):

Contact Person:

Employer Name:

Address:

City/State/Zip:

Position Title:

Reason for Leaving:

Dates of Employment (Month/Year):

Contact Person:

## **Education, Training, Certifications, Awards, and Honors**

*Provide a complete account of your education and training.*

### **High School**

Name:

Address:

Highest grade completed:

Did you receive a diploma?

### **College (Undergraduate)**

Name:

Address:

Number of years completed:

Did you receive a degree?

If yes, what degree and major?

### **College (Graduate—Highest Level)**

Name:

Address:

Number of years completed:

Did you receive a degree?

If yes, what is the highest degree and major (e.g. Master's, Ph.D.)?

**Other Training (Technical or Vocational)**

*Use the space below to describe any other training you've completed that might be relevant for the NFI position for which you're applying.*

**Certifications, Awards, and Honors**

*Use the space below to describe any certifications you've obtained and award and honors you've received that might be relevant for the NFI position for which you're applying.*

## References

*List any three people who would be willing to provide a reference for you. Be aware that NFI might ask any one or all of these people for additional references.*

Name:

Address:

City/State/Zip:

Telephone:

Email:

Relationship to you:

Name:

Address:

City/State/Zip:

Telephone:

Email:

Relationship to you:

Name:

Address:

City/State/Zip:

Telephone:

Email:

Relationship to you:

## **Emergency Contacts**

*List two people NFI staff can contact in case of emergency during an interview for this position. These people will also serve as your emergency contacts should NFI offer and you accept employment with NFI.*

Name:

Relationship to you:

Address:

City/State/Zip:

Daytime phone:

Evening phone:

Name:

Relationship to you:

Address:

City/State/Zip:

Daytime phone:

Evening phone:

## Certification

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application, or if employment commences, immediate termination.

I authorize National Fatherhood Initiative (NFI) to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

If an employment relationship is created, I understand that unless I am offered a specific written **contract** of employment signed on behalf of the organization by an authorized officer(s), the employment relationship will be entirely voluntary in nature. All NFI personnel, unless employed by a specific employment contract, are at-will employees whose employment is subject to termination for any lawful reason, with or without cause, at any time at their own initiative or at the initiative of NFI. Moreover, no agent, representative, or employee of NFI, except in a specific written contract of employment signed on behalf of the organization by an authorized officer(s), has the power to alter or vary the voluntary and at-will nature of the employment relationship.

I have carefully read this certification, and I understand and agree to its terms.

\_\_\_\_\_  
Printed Applicant's Name

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date (Day, Month, Year)