



# EMPLOYMENT

List your employment record beginning with your most recent employment (use a separate sheet if necessary)

---

Employer _____	Dates _____ <i>From</i> _____ <i>To</i> _____
Position Title _____	
Dept./Division _____	
Supervisor _____	Telephone No. _____ - _____ - _____
Employer Address _____	
City _____ State _____ Zip _____	Reason for leaving _____
Duties _____	
_____	May we contact this employer?
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

---

Employer _____	Dates _____ <i>From</i> _____ <i>To</i> _____
Position Title _____	
Dept./Division _____	
Supervisor _____	Telephone No. _____ - _____ - _____
Employer Address _____	
City _____ State _____ Zip _____	Reason for leaving _____
Duties _____	
_____	May we contact this employer?
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

---

Employer _____	Dates _____ <i>From</i> _____ <i>To</i> _____
Position Title _____	
Dept./Division _____	
Supervisor _____	Telephone No. _____ - _____ - _____
Employer Address _____	
City _____ State _____ Zip _____	Reason for leaving _____
Duties _____	
_____	May we contact this employer?
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

---

Employer _____	Dates _____ <i>From</i> _____ <i>To</i> _____
Position Title _____	
Dept./Division _____	
Supervisor _____	Telephone No. _____ - _____ - _____
Employer Address _____	
City _____ State _____ Zip _____	Reason for leaving _____
Duties _____	
_____	May we contact this employer?
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

## EDUCATION

---

High School \_\_\_\_\_

Graduate  Yes  No

Address \_\_\_\_\_

Degree/Diploma \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Major \_\_\_\_\_

Dates of Attendance \_\_\_\_\_

---

College/University \_\_\_\_\_

Graduate  Yes  No

Address \_\_\_\_\_

Degree/Diploma \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Major \_\_\_\_\_

Dates of Attendance \_\_\_\_\_

---

College/University \_\_\_\_\_

Graduate  Yes  No

Address \_\_\_\_\_

Degree/Diploma \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Major \_\_\_\_\_

Dates of Attendance \_\_\_\_\_

---

Graduate School \_\_\_\_\_

Graduate  Yes  No

Address \_\_\_\_\_

Degree/Diploma \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Major \_\_\_\_\_

Dates of Attendance \_\_\_\_\_

---

Business/Trade School \_\_\_\_\_

Graduate  Yes  No

Address \_\_\_\_\_

Degree/Diploma \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Major \_\_\_\_\_

Dates of Attendance \_\_\_\_\_

---

List clerical, laboratory, or technical skills you have, and any office or heavy machinery you can operate which relate to the position for which you are applying:

---

---

Licenses and Certifications: (please list)

---

---

## PROFESSIONAL REFERENCES

(Past employers, supervisors, co-workers, etc.)

---

Name \_\_\_\_\_ Telephone \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Relationship \_\_\_\_\_ Length of relationship \_\_\_\_\_

Name \_\_\_\_\_ Telephone \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Relationship \_\_\_\_\_ Length of relationship \_\_\_\_\_

Name \_\_\_\_\_ Telephone \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Relationship \_\_\_\_\_ Length of relationship \_\_\_\_\_

### Affirmative Action/EEO Statement

The State University of New York at New Paltz is committed to fostering a learning and working environment in which all faculty, students, staff and visitors are treated with respect and dignity. Therefore, the college prohibits discrimination and harassment (including sexual violence and harassment) in accordance with college policy, NYS Human Rights Law, Title VII, Title IX, and the Americans with Disabilities Act. Information as required by the Clery Act may be found at <http://www.newpaltz.edu/police/annual-security-and-fire-safety-reports>. Inquiries regarding the application of laws, regulations and policies prohibiting discrimination may be directed to The Office of Human Resources, Diversity & Inclusion. Inquiries may also be directed to the United States Department of Education's Office for Civil Rights (OCR).

All requirements and documentation for employment authorization, as defined by US Citizen & Immigration Services (USCIS), must be met prior to employment.

I have read the essential duties and job requirements for the position for which I am applying, and am able to perform all these requirements.  Yes  No

I hereby attest that statements, documentation and information provided on this application and within the recruitment and pre-employment processes are true. I understand that this information is subject to verification and my signature authorizes such verification. Furthermore, I understand that misrepresentation or omission of facts may be cause for refusal of employment or termination if offered a position.

Check if enclosing your resume

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_