



Levite Jewish Community Center Application for Employment

3960 Montclair Rd., P.O. Box 131394 Birmingham, AL 35213 Phone 205-879-0411 Fax 205-871-8197 www.bhamjcc.org

The Levite Jewish Community Center ("LJCC" or The Center) is an Equal Opportunity Employer. Except where a particular position requires that the incumbent be of the Jewish faith, we hire, promote, and take all personnel actions without regard to race, color, sex, religion, national origin, citizenship, age, disability, military service connection, or any other unlawful basis. We provide reasonable accommodations to the known disabilities of applicants and employees, and accommodate the religious beliefs and practices of employees, provided that such accommodations do not work undue hardship upon The Center.

Name: _____ SS#: _____
Last First Middle

Address: _____ Phone: _____
Street City ST Zip

Cell Phone: _____ E-mail: _____

Drivers License Number: _____

In case of emergency notify: Name: _____

Address: _____ Phone: _____

I am either a United States Citizen or an alien who has the legal right to work in the job for which I am applying? Yes _____ No _____

Note: Pursuant to the Immigration Reform and Control Act of 1986, each applicant, upon being made an offer of employment, must produce documents, which are specified by the federal government, establishing the applicant's identity and authorization for employment in the United States. These documents must be produced not later than 72 hours after commencement of employment. An applicant must also complete and sign Form I-9 (issued by the federal government) verify under the applicant's identity and employment authorization.

I am applying for a job as: _____ I am available to start on: _____

I have the following special qualifications: _____

Wage or salary expectations: _____

I was previously employed with The LJCC as: _____ Date: _____

Two people, other than my relatives, who can provide a personal reference are:

Name	Address	Telephone	Occupation	Years Known

I have attended the following schools:

	Name & Location	Dates Attended	Major area of study	Years Completed	Degree Received
High School					
College					
Other					

Employment History – My present and past employment history, beginning with my most recent employment and including my military service, if any, is set out below.

Employer Name	Address	Dates	Earnings Held	Position Leaving	Reason For Leaving
Company:	Street:	From:	Salary:		
Supervisor:	City: State:	To:	Comm:		
Title:	Telephone:		Other:		

Employer Name	Address	Dates	Earnings Held	Position Leaving	Reason For Leaving
Company:	Street:	From:	Salary:		
Supervisor:	City: State:	To:	Comm:		
Title:	Telephone:		Other:		

I have been convicted of the following crimes (Do not list minor traffic violations):

Nature of Conviction	Location	Date

Note: A conviction will not necessarily disqualify an applicant. We will consider other factors, including the nature, time and seriousness of the offense, the job for which you are applying and evidence of your rehabilitation.

Release Authorization

In connection with my application for employment with you, I understand that an investigative consumer report may be requested that will include information as to my character, work habits, performance and experience, along with reasons for termination of past employment from previous employers. Further, I understand that you will be requesting information concerning my workers' compensation claims, motor vehicle operation history and criminal history from various state, private and insurance sources along with other public records available. Workers' compensation information will only be requested in compliance with the ADA.

I hereby authorize, without reservation any law enforcement agency, administrator, state agency, institution, information service bureau, employer or insurance company contacted by our agent to furnish the above mentioned information.

I further acknowledge that a telephonic facsimile (Fax) or photographic copy shall be as the original. This release includes all state and federal agencies including Alabama Department of Labor. According to the Fair Credit Reporting Act, I am entitled to know if employment is denied because of information obtained by prospective employer from a consumer-reporting agency. If so, I will be so advised and be given the name of the agency or source of information.

Signature of Applicant: _____ Date: _____