



Post Office Box 727

POSITION APPLIED FOR: _____

RECRUITMENT #: _____

YOU MUST:

1. Submit a separate application for each position for which you apply.
2. Type or print legibly in blue or black pen.
3. Complete ALL sections of the application. Do not state **SEE RESUME..**
4. Mail, fax, email, or bring your application to the Human Resources Department. *See page 4 for fax, email, and address info.*
5. Ensure application is received in the Human Resources Department in Visalia

EMPLOYMENT APPLICATION

LAST NAME	FIRST NAME	MIDDLE INITIAL
ADDRESS	CITY	STATE ZIP CODE
MAILING ADDRESS, IF DIFFERENT	CITY	STATE ZIP CODE
HOME PHONE	CELL PHONE	BUSINESS PHONE EMAIL
Do you meet the minimum age requirement of 18? <input type="checkbox"/> Yes <input type="checkbox"/> No		Time needed between offer and employment:
Availability to work: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Weekends <input type="checkbox"/> Evenings <input type="checkbox"/> Seasonal		
Are you able to perform the duties of the position for which you are applying, including regular attendance? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Education, Training & Qualifications

CIRCLE THE HIGHEST GRADE COMPLETED 1 2 3 4 5 6 7 8 9 10 11 12 HIGH SCHOOL GRAD OR EQUIV.? Yes No

NAME & LOCATION OF COLLEGE/UNIVERSITY/TRADE & TECH SCHOOL	COURSE OF STUDY	UNITS COMPLETED		
		QTR	SEM	

Credential(s) held, type & expiration date:

Describe any specialized training, apprenticeship, skills or extracurricular activities that are relevant to the job for which you are applying.	
Describe any honors, scholarships, appointments or awards that you have received	
List professional, trade, business or civic activities and offices held. You may exclude information that would reveal sex, race, religion, national origin, age, ancestry, or disability or other protected personal information.	

Print Name: _____

State any additional information you feel may be helpful to us in considering your application

List any foreign languages you can speak, read, and/or write

	Fluent	Good	Fair
Speak			
Read			
Write			

Personal & Professional References

NAME (At least 3 of the 4 references should be professional references)	✓ PROFESSIONAL	✓ PERSONAL	PHONE # w/area code

Employment History

Are you currently employed? [] Yes [] No
 If yes, may we contact your current employer? [] Yes [] No

Have you been discharged or asked to resign from a position or job?[] Yes [] No
 If yes, explain reasons.

List below all present and past employment starting with your most recent employer. **You must provide the telephone number of all current and past employers.** You must complete this section even if attaching a resume. **Do not state "See Resume."**

EMPLOYER NAME	YOUR SUPERVISOR'S NAME	PHONE #	TYPE OF BUSINESS
DATES OF EMPLOYMENT: FROM ___ / ___ / ___ TO: ___ / ___ / ___		Full Time [] Part Time [] Hours Per Week: _____	REASON FOR LEAVING
JOB TITLE: _____ DUTIES: _____			
EMPLOYER NAME	YOUR SUPERVISOR'S NAME	PHONE #	TYPE OF BUSINESS
DATES OF EMPLOYMENT: FROM ___ / ___ / ___ TO: ___ / ___ / ___		Full Time [] Part Time [] Hours per Week: _____	REASON FOR LEAVING
JOB TITLE: _____ DUTIES: _____			
EMPLOYER NAME	YOUR SUPERVISOR'S NAME	PHONE #	TYPE OF BUSINESS
DATES OF EMPLOYMENT: FROM ___ / ___ / ___ TO: ___ / ___ / ___		Full Time [] Part Time [] Hours per Week: _____	REASON FOR LEAVING

Print Name: _____

JOB TITLE: _____ DUTIES: _____			
EMPLOYER NAME	YOUR SUPERVISOR'S NAME	PHONE #	TYPE OF BUSINESS
DATES OF EMPLOYMENT: FROM ____ / ____ / ____ TO: ____ / ____ / ____	Full Time [<input type="checkbox"/>] Part Time [<input type="checkbox"/>] Hours per Week: _____	REASON FOR LEAVING	
JOB TITLE: _____ DUTIES: _____			
EMPLOYER NAME	YOUR SUPERVISOR'S NAME	PHONE #	TYPE OF BUSINESS
DATES OF EMPLOYMENT: FROM ____ / ____ / ____ TO: ____ / ____ / ____	Full Time [<input type="checkbox"/>] Part Time [<input type="checkbox"/>] Hours per Week: _____	REASON FOR LEAVING	
JOB TITLE: _____ DUTIES: _____			

READ CAREFULLY BEFORE SIGNING.

Proteus, Inc. provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, ancestry, national origin, religion, creed, age (over 40), disability, mental and physical, sex, gender (including pregnancy, childbirth, breastfeeding or related medical conditions), sexual orientation, gender identity, gender expression, medical condition, genetic information, marital status, military and veteran status, as well as any other category protected by federal, state, or local laws. The Proteus, Inc. provides reasonable accommodations to qualified employees or applicants with disabilities, unless to do so would cause undue hardship to ensure that individuals with disabilities enjoy equal access to all employment opportunities. Proteus, Inc. provides reasonable accommodations: a) when an applicant with a disability needs an accommodation to have an equal opportunity to compete for a job; b) when an employee with a disability needs an accommodation to perform the essential functions of the job or to gain access to the workplace; and c) when an employee with a disability needs an accommodation to enjoy equal access to benefits and privileges of employment.

I understand that, if I am employed, any false statement, misrepresentation, or omission of facts on this application or on any supporting documents, regardless of when discovered to be false or omitted, may result in my immediate dismissal.

Employment at Proteus is employment at will. This means that an employee is free to leave his or her employment at any time, with or without cause or notice, and the Company retains the same right to terminate the employee at any time, with or without cause or notice. Any offer of employment does not guarantee continued employment for any employee and does not alter or limit the Company's policy of employment at will. Either you or the Company may terminate the employment relationship at any time for any reason, with or without cause or notice.

Signature: _____

Date: _____

Print name: _____

List all names used in the past: _____



Human Resources Department

1830 North Dinuba Blvd.

Visalia, CA 93291

Phone: 559.735.3670

Fax: 559.735-3677

Email: Proteusapp@proteusinc.org

AN EQUAL OPPORTUNITY EMPLOYER

A Proud Member of

