



Office of Human Resource Management  
 441 East Fordham Rd.  
 Bronx, NY 10458

## APPLICATION FOR EMPLOYMENT

### Contact and General Information

Contact Information				
Last name	First name		Middle name	Date
Street address 1	City	State	Country	ZIP code
Street address 2	City	State	Country	ZIP code
Cell phone	Home phone	Email		LinkedIn URL

### General Information

Can you provide proof, if hired, that you are eligible to work in the United States? ..... Yes  No

Do you now or will you in the future require sponsorship to work in the United States? ..... Yes  No

Are you a current Fordham employee? ..... Yes  No

If **Yes**, Date of hire \_\_\_\_\_ Position held \_\_\_\_\_

Are you a full-time student at Fordham University? ..... Yes  No

Do you have relatives employed at Fordham University? ..... Yes  No

If **Yes**, Name \_\_\_\_\_

Department \_\_\_\_\_ Position \_\_\_\_\_

How did you hear about this job?

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**General Information (continued)**

Were you referred to this opportunity by a past or current

Fordham Employee? ..... Yes  No

If **Yes**, Name \_\_\_\_\_

Department \_\_\_\_\_

## Employment History

**A. Employment History**

Employer name \_\_\_\_\_

Street address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ ZIP code \_\_\_\_\_ Country \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone number \_\_\_\_\_

Last job title \_\_\_\_\_ Type of business \_\_\_\_\_

Current employer? Yes  No

If **No**, reason for leaving \_\_\_\_\_

If you become a finalist may we contact this employer? Yes  No

Employed: From \_\_\_\_\_ To \_\_\_\_\_

Duties:

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**B. Employment History**

Employer name \_\_\_\_\_

Street address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ ZIP code \_\_\_\_\_ Country \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone number \_\_\_\_\_

Last job title \_\_\_\_\_ Type of business \_\_\_\_\_

Current employer? Yes  No

If **No**, reason for leaving \_\_\_\_\_

If you become a finalist may we contact this employer? Yes  No

Employed: From \_\_\_\_\_ To \_\_\_\_\_

Duties:

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### C. Employment History

Employer name \_\_\_\_\_

Street address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ ZIP code \_\_\_\_\_ Country \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone number \_\_\_\_\_

Last job title \_\_\_\_\_ Type of business \_\_\_\_\_

Current employer? Yes  No

If **No**, reason for leaving \_\_\_\_\_

If you become a finalist may we contact this employer? Yes  No

Employed: From \_\_\_\_\_ To \_\_\_\_\_

Duties

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### D. Employment History

Have you worked for any employer under a name other than previously given? ..... Yes  No

Name \_\_\_\_\_

May we check your present and past employer? ..... Yes  No

## Educational History

### High School Education

Did you graduate from high school or receive a GED Certificate? ..... Yes  No

### Post High School Education

Name	Location	Major	Degree Type	GPA	Have you graduated?
					Yes <input type="checkbox"/> No <input type="checkbox"/>
					Yes <input type="checkbox"/> No <input type="checkbox"/>
					Yes <input type="checkbox"/> No <input type="checkbox"/>

## Training and Additional Information

### Skills

Current Skills (hardware or software)

Current Professional Licences/Certifications/Registrations

Other Skills or Talents related to the Position you are Applying for?

Related Volunteer Experience

Other Education/Training/Skills

## References

### References

1. Name \_\_\_\_\_

Email \_\_\_\_\_

Phone number \_\_\_\_\_

How do you know this reference?

\_\_\_\_\_

2. Name \_\_\_\_\_

Email \_\_\_\_\_

Phone number \_\_\_\_\_

How do you know this reference?

\_\_\_\_\_

3. Name \_\_\_\_\_

Email \_\_\_\_\_

Phone number \_\_\_\_\_

How do you know this reference?

\_\_\_\_\_

# Certification

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By signing below, I attest that I have provided Fordham University true and complete information on this application and that I have not concealed any responsive information. I understand that providing false information or omitting responsive information will constitute cause for Fordham to deny me employment, rescind an offer of employment, or terminate my employment if I have been offered a position. I understand that if, after submitting my application, there is a change in any of the information that I have provided in this application, whether it be prior to an offer of employment, or during my employment, I am expected to promptly notify the Office of Human Resource Management of such a change. I understand that failing to do so will constitute cause to deny me employment, rescind an offer of employment, or terminate my employment if I have been offered a position. I understand that if Fordham provides me with a conditional offer of employment, I shall be required to submit to a background screening. The background screening includes a reference check and I authorize Fordham to contact references I have identified in this application. I understand that the results from, refusal to cooperate with, or any attempt to affect the results of the background check may result in a decision to rescind the conditional offer, or, if hired, terminate my employment. I hereby release Fordham University from any/all liability of whatever kind and nature, which, at any time, could result from obtaining or relying on the information obtained during the background screening. I understand that if I should be asked to interview for a position at Fordham, none of the policies, rules, or regulations of employment at Fordham or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that Fordham is an equal opportunity employer and does not discriminate based on age, race, color, creed, religion, disability, national origin, citizenship status, veteran status, unemployment status, marital status or parental status, genetic predisposition or carrier status, or gender identity or characteristics or any other basis prohibited by law.

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Applicant signature

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Date