

Alabama Community College System

APPLICATION FOR EMPLOYMENT Jefferson State Community College

Position Information	Title of positic	on for which yo	ou are applying:							Date of Application
	Last Name					First Na	me			Middle Initial
Personal Information	Address			City				State		Zip
Pe			-	Contac	ct Inform					
-	Phone: Home	9	Work		Cell		E-r	nail Addres	SS	
			School/College	9		Dates At From /		Major	Minor	Degree(s) Earned
tion	High School/ GED									
y and / Educa	College									
Secondary and Postsecondary Education	College									
Se Postse	College									
	Other (Specify)									
Iditional ormation	Are you curre Community (Yes		ed or have you em college?	been en	nployed	within the	e last tv	velve mon	ths at a	in Alabama
Additional Information	If yes, list the name of the college(s) and dates:									
	Please list m	ost recent er	nployment expe	erience f						
	Employer				Telep	phone Nur	mber		Job D	Duties
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Employment History	Title	Full-tim	e 🗖	Part-time	e Hour	ly Rate/Sa	alary			
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Employment History (Continued)					
E	Reason for Lea	aving			

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	Please list three references, other than relatives, who can provide information verifying qualifications, character, or work experience.				
	Name and Title	Address	Phone Number		
References					
Family Relationship	consanguinity to any job, position, or office of Are you a relative of any employee in the Ala	abama Community College system, including Je Alabama Community College Board Trustees?	efferson State		
F Rela					
Felony Conviction(s)	Have you ever been convicted of or pled no contest or guilty to any felony or any crime involving thef dishonesty, violence, or sexual misconduct?				
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Consent Agreement	belief. I further acknowledge that I understand required certifications and/or licensures. And fu questions regarding criminal convictions/records satisfactory criminal background investigation Community College System and/or its assigns that in the event a conviction for a felony of established for the Board of Trustees policy understand that I will be responsible for the of give permission to, former employers and any p furnish such information to college officials. I ag	ve given on this application is full and true to the best that I must provide documented verification of educ urther, I represent and warrant that I have answere s. I understand that any offer of employment on and I hereby authorize my employing authorit is to conduct a criminal background history invest or any crime involving moral turpitude is found v concerning criminal background check. I hereby bersons who may have pertinent information concer ree to hold such persons harmless, and I do hereby ever for furnishing such information. I understand th It in disqualification or dismissal.	cation, experience, and d fully and truthfully all is contingent upon a y within the Alabama tigation. I understand that the procedures that the procedures followed. I further expressly request, and ning this application to release them from any		
	Signature of Applicant		Date		

Visit the ACCS website at <u>www.accs.edu</u> and click 'Job Postings' to sign up for email alerts.

Jefferson State Community College Attention Human Resources 2601 Carson Road Birmingham, AL 35215 (205) 856-7764 or 856-7899 Fax: (205) 856-7720

It is the policy of the Alabama Community College System, including all postsecondary community and technical colleges under the control of the Alabama Community College System Board of Trustees, that no employee or applicant for employment or promotion, on the basis of any impermissible criterion or characteristic including, without limitation, race, color, national origin, religion, marital status, disability, sex, age or any other protected class as defined by federal and state law, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. (Each institution will make reasonable accommodations for qualified disabled applicants or employees.)

EQUAL EMPLOYMENT OPPORTUNITY INFORMATION

The following information is gathered solely for the purpose of reporting data on race and ethnicity to meet federal and state requirements and will not be used to evaluate the applicant's qualifications, suitability, or desirability for employment.

Name:		
Last	First	Middle
Date of Birth:		
Are you Hispanic/Latino?		
Yes		
No		
Select all that apply:		Gender:
White		Male
Black		Female
Asian		
American Indian or Alaska Native		
Native Hawaiian or Other Pacific I	Islander	
MISCEI	LLANEOUS INFORM	ATION
Have you ever been employed by the Co	ollege? Yes	No

Employed from: ______ to _____

If "Yes": Position:

Name(s), relationship, and department of relative(s) presently employed by the College:

It is the policy of the Alabama Department of Postsecondary Education including all postsecondary institutions under the control of the Alabama State Board of Education, that no person shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. (Each institution will make reasonable accommodations for qualified disabled applicants or employees.)