



Vincennes University

Application for Employment

The filing of this application and the acceptance thereof does not indicate that there are positions open, and it in no way obligates the University.

First Name	Last Name	Date of Application
E-mail Address	Phone	

General Information

Are you able to perform the essential job functions of the position for which you are applying with or without reasonable accommodation?

No Yes

Have you ever been convicted of any felonies other than minor traffic violations during the past seven years? (A criminal record or a conviction will not automatically bar employment but will be considered only as it reasonably relates to your fitness to perform in the position for which you are applying.)

No Yes

If Yes, explain:

Education & Training

Indicate last grade completed:

Most recent High School Name:	City/State	Graduated or Degree (Y/N)	Degree Earned
College/University	City/State	Graduated or Degree (Y/N)	Degree Earned
College/University	City/State	Graduated or Degree (Y/N)	Degree Earned

College/University	City/State	Graduated or Degree (Y/N)	Degree Earned
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List any scholarships, academic honors, awards or special achievements:

Are you currently a VU student? No Yes If Yes, how many hours per semester?

Skills

Position applying for (please be specific): Salary Requirement per hr

Please list any skills you have that are appropriate for the position you are applying for:

What software programs are you proficient in?

What other technologies do you have experience with?

If required, will you work:

Rotating Shifts	Overtime	Nights/Weekends
No	No	No
Yes	Yes	Yes

Employment History

Beginning with your PRESENT or MOST RECENT employer, list in consecutive order ALL EMPLOYMENT for at least the past FOUR employers.

If currently employed, may we contact your employer? No Yes

Full Name of Company Telephone Number

Street Address City/State Zip Code

Name & Title of Supervisor Your Title/Position

Employed from: Until:

Reason (s) for Leaving:

Full Name of Company

Telephone Number

Street Address

City/State

Zip Code

Name & Title of Supervisor

Your Title/Position

Employed from: Until:

Reason (s) for Leaving:

Full Name of Company

Telephone Number

Street Address

City/State

Zip Code

Name & Title of Supervisor

Your Title/Position

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