



55 W. Mission Ave.
Spokane, WA 99201
(509) 328-2953
Fax (509) 323-2364

EMPLOYMENT APPLICATION

NOTICE: Read the job posting before filling out this application. Type or print legibly in ink. This application must be completed in full. **A resume does not replace any section of this application.** All statements are subject to verification. Keep a copy of your completed application and attachments as they will not be returned. Spokane Housing Authority is an Equal Opportunity and Affirmative Action Employer.

APPLICATION FOR

Title of Position:

APPLICANT INFORMATION

Last Name:	First:	MI:	
Mailing Address:	City:	State:	Zip:
Home Phone:	Daytime Phone:		
Email:			

PREVIOUS EMPLOYMENT WITH SPOKANE HOUSING AUTHORITY

Have you previously been employed by Spokane Housing Authority? Yes No

Job Title: _____ Date Employed: From _____ To _____

LICENSES AND CERTIFICATES (List professional or trade licenses that are related to the position)

Description	Issued By	Expiration Date

EDUCATION

Circle highest grade completed: 8 9 10 11 12 Diploma GED College: 1 2 3 4 Graduate level Yes No

TRADE SCHOOL, COLLEGE, OR UNIVERSITY Name and City	ACADEMIC MAJOR, SKILL OR TRADE	DEGREE OR CERTIFICATE



Phone: (509) 328-2953 TTY/TDD: 711
Fax: (509) 327-5246

If you or anyone in your family is a person with disabilities and you require a specific accommodation in order to fully utilize our programs and services, please contact the housing authority.



EMPLOYMENT HISTORY: Respond completely to the information requested. Attempt to cover all the requirements listed in the job description and posting. List your most recent employment first. List all experience, paid and voluntary, related to the position for which you are applying. Include months, days, and years. Failure to provide all information required may result in rejection of your application. Supplemental pages may be used to expand on work history and/or education using the application format.

Resumes will not be accepted in place of completing this application.

COMPANY NAME:	ADDRESS:	PHONE:
DATES EMPLOYED (Mo/Day/Yr)	FROM:	TO:
JOB TITLE:	SPECIFY DUTIES:	
NO. EMPLOYEES SUPERVISED:		
AVERAGE HOURS WORKED PER WEEK:		
FINAL SALARY: \$		
SUPERVISOR NAME:		
COMPANY NAME:	ADDRESS:	PHONE:
DATES EMPLOYED (Mo/Day/Yr)	FROM:	TO:
JOB TITLE:	SPECIFY DUTIES:	
NO. EMPLOYEES SUPERVISED:		
AVERAGE HOURS WORKED PER WEEK:		
FINAL SALARY: \$		
SUPERVISOR NAME:		
COMPANY NAME:	ADDRESS:	PHONE:
DATES EMPLOYED (Mo/Day/Yr)	FROM:	TO:
JOB TITLE:	SPECIFY DUTIES:	
NO. EMPLOYEES SUPERVISED:		
AVERAGE HOURS WORKED PER WEEK:		
FINAL SALARY: \$		
SUPERVISOR NAME:		

LIST FURTHER JOB DUTIES AND EMPLOYMENT HISTORY ON ADDITIONAL SHEETS USING APPLICATION FORMAT

ADDITIONAL INFORMATION: You may include any comments that may show further qualifications for this position.

All the information I have provided in this application and in any attachments or supporting documents is true, correct, and complete. I understand that if I have provided false or incomplete statements, it will be justification for termination or refusal of employment. I authorize employers, schools, or persons named in this application to give any information regarding my qualifications and character. I release Spokane Housing Authority, all employers, and all references (except as noted above) from any and all liability of damages for receiving or releasing information. If a conditional job offer is made, I agree to driver record check, credit, and/or criminal background checks and understand that employment is contingent upon meeting the job-related driver record, credit, and criminal background check.

Signature

Date