



Application for Employment

No question on this application is asked for the purpose of limiting or excluding any applicant. Qualified applicants are considered for employment, and employees are treated during employment without regard to race, color, ethnicity, religion, age, sex, sexual orientation, national origin, disability, veteran status, marital or familial status, citizenship, genetic information, or any other protected status under federal, state or local law (per Executive Order 11246 - <https://www.dol.gov/ofccp/regs/statutes/eo11246.htm>).

This application is to be completed by the applicant only. (Please Print)

Position Applied For/Location: _____

Name _____ Date of Application _____ (Last)
(First) (Middle) MM/DD/YYYY

Please list other names you have used which may be necessary to verify previous employment and education _____

Home Address _____
(Number, Street, City, State, Zip)

Home Phone Number (____)____-____ Alternate Number (____)____-____

Length of time at Present Address _____, _____
(Years) (Months)

If at present address for less than ten years, furnish previous addresses and dates of residence for the most recent ten-year period (use additional paper if needed).

Address	City	State	Zip Code	Dates of Residence (MM/YY) -(MM/YY)	

Referral Source

Advertisement Walk-In Employment Agency Employee Relative
 Internet Site Other

Specific Name of Referral Source: _____

Have you ever filed an application with Urban Strategies? Yes No

Have you ever been employed by Urban Strategies? Yes No

Are you a citizen of the United States or are you otherwise authorized to be employed in the United States under the Immigration Reform and Control Act of 1986? Yes No

Your legal status regarding your right to work in the U.S. will be subject to verification through the Department of Homeland Security's (DHS) E-verify system. Any offer of employment is contingent upon proper proof of your lawful employment status.

Are you available to work? Full Time Part Time Shift Work Overtime

Are you able to perform the essential functions of the position applied for without accommodation?
 Yes No

Are you on a lay-off status and subject to recall? Yes No

Can you travel if the position requires it? Yes No



Do any of your relatives currently work for Urban Strategies? Yes No

If yes, please list name(s) _____

Are you related to any member of the Urban Strategies Board of Directors? Yes No

If yes, please list name(s) _____

Employment Experience

List each work experience you have had for at least the last 10 years. Begin with your present or most recent position. Include volunteer activities, military assignments (such as military reserve or National Guard duty), and periods of unemployment.

May we contact your current employer? Yes No (reason) _____

1) Employer		Dates MM/YY		Work Performed
		From	To	(Please be specific)
Job Title	Phone #			
Address		Hourly Rate/Salary		
		Starting	Final	
Supervisor				
Reason for Leaving				
2) Employer		Dates MM/YY		Work Performed
		From	To	(Please be specific)
Job Title	Phone #			
Address		Hourly Rate/Salary		
		Starting	Final	
Supervisor				
Reason for Leaving				
3) Employer		Dates MM/YY		Work Performed
		From	To	(Please be specific)
Job Title	Phone #			
Address		Hourly Rate/Salary		
		Starting	Final	
Supervisor				
Reason for Leaving				



4) Employer		Dates MM/YY		Work Performed
		From	To	(Please be specific)
Job Title	Phone #			
Address		Hourly Rate/Salary		
		Starting	Final	
Supervisor				
Reason for Leaving				
5) Employer		Dates MM/YY		Work Performed
		From	To	(Please be specific)
Job Title	Phone #			
Address		Hourly Rate/Salary		
		Starting	Final	
Supervisor				
Reason for Leaving				

Have you ever been discharged (fired) or asked to resign from any Yes No

If yes, give details of each occurrence

Education and Training

School Name and Location	Number of Years Attended	Graduate (Yes/No)	Degree Earned	Major Subject or Total Hours
High School/GED				
College/University				
College/University				

Describe Specialized Training, Apprenticeship, Skills, and Job-Related Extra Curricular Activities, Additional Languages, etc.



Professional References

Include minimum of 4 references from former employers, clients, or direct supervisors.

Name	Telephone
Connection to Applicant & Company	
Occupation	Years Known
Name	Telephone
Connection to Applicant & Company	
Occupation	Years Known
Name	Telephone
Connection to Applicant & Company	
Occupation	Years Known
Name	Telephone
Connection to Applicant & Company	
Occupation	Years Known

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

NOTIFICATION TO POTENTIAL APPLICANTS:

Prior to hiring, candidates must successfully pass a pre-employment background investigation that will include a fingerprinted criminal history check and other background checks that are federal and state mandated. Background checks can also include social security number trace, verification of work history, education, and driving record.



Applicant Certification

Read and understand before signing.

I understand that employment and continued employment with Urban Strategies (hereafter referred to as the "Company"), unless the subject of a specific written agreement to the contrary, is employment at will, and may be terminated by me or the Company at any time without notice and for any reason. No commitment for a term of employment shall be inferred or otherwise assumed from any source whatsoever, written or oral, except as herein provided. Employment for any duration, including "lifetime" employment, shall not be valid or binding on the employee or the Company, unless it is expressly set forth in a written document and signed by the employee and the President of the Company. Employment-at-will is a term and condition of employment and continued employment for all persons employed by the Company. The Company may alter, cancel, or add regulations, personnel policies and procedures, terms and conditions of employment, from time to time for any reason in its discretion and without advance notice to any person employed by the Company, except employment at will as a term of employment and continued employment. Recognition of these rights and prerogatives of the Company is a term and condition of employment and continued employment.

I understand that employment and continued employment is conditioned upon verification of all information contained in this application or other pre-employment questionnaires or interviews, including, but not limited to, verification of ability to perform the essential functions of the position with or without reasonable accommodation and of applicable lawful age and legal right to work in the United States as provided under applicable law. I agree to furnish such additional information and complete examinations as may be required to complete my employment file and to verify the information contained therein.

In the event I am given a conditional offer of employment, I understand that employment and continued employment may, in the discretion of the Company be conditioned upon completion of a medical examination. I consent to taking such a medical examination and future examinations as may be required by the Company. Subject to applicable law, such examinations will include urinalysis and/or other testing to determine the presence of illegal substances within the body.

In the event I am given a conditional offer of employment, I understand that I will be required to authorize (a) an investigation of all matters concerning my past employment, work as an independent contractor, credit, character or other activities; and (b) the issuance of any information by any person, company or corporation with respect to any of the above, including statements which may be furnished or obtained concerning my background at any time. I release from any and all liability and responsibility all persons, companies and corporations supplying such information and the Company's agents in obtaining the same. I understand that I may be required to authorize the Company to obtain a consumer report or investigative consumer report, in accordance with applicable law, which authorization is contained in a separate document.

I understand that if employed I will be required to abide by all the rules and regulations of the Company including applicable safety rules, and I agree to use such protective clothing and devices as may be required by the Company.

I understand and agree that any false, misleading, or incomplete information given in my application, interview(s), or other pre-employment documentation, regardless of when discovered by the Company will be sufficient basis for my disqualification for employment or, if already employed by the Company, the termination of my employment with the Company. I agree that the Company shall not be liable in any respect if I am not hired or if my employment is terminated as a result of providing such false, misleading or incomplete information.

I hereby acknowledge that I have read and understood all of the information above written and agree to the terms therein.

This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

(Applicant's Signature)

(Date)

Please, send this application to
HR@urbanstrategies.us.



www.urbanstrategies.us

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