

# Virginia Intermont College Application for Employment

**Return application to:** Virginia Intermont College  
1013 Moore Street, Box S-701  
Bristol, VA 24201

**PLEASE TYPE OR PRINT IN BLACK INK**

Date of application: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Position(s) for which you are applying:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**PERSONAL INFORMATION**

Name \_\_\_\_\_  
LAST
FIRST
MIDDLE

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

**EDUCATION**

	School, City and State	Dates Attended	Degree Received	Field of Study
GED Certificate				
High School		<b>XXXXXXX</b>		
College				
Graduate				
Postgraduate				
Business/Trade School				
Other Training				

List the hardware and software programs you have used for word processing, spreadsheets, database management, etc. \_\_\_\_\_

Are you licensed to practice any profession?  Yes  No

If yes, please state profession, license number, etc. \_\_\_\_\_

If hired, can you furnish proof that you are eligible to work in the United States?  Yes  No

Have you been convicted of a felony  Yes  No If yes, please explain \_\_\_\_\_

If hired, can you furnish proof that you are 18 years of age, or if under 18, you have a permit to work?  
 Yes  No

Have you been employed at Virginia Intermont College before?  Yes  No

Virginia Intermont College offers equal employment opportunities to all persons without regard to race, color, religion, age, marital or veterans' status, sex, national origin, or the presence of a non-job related medical condition or handicap or any other legally protected status.

**PRIOR WORK RECORD** (Start with most recent or present employer and complete in full)

Name and Address of Most Recent Employer		Phone No.
Immediate Supervisor (Name & Position)	Date Hire	Date Left
Reason for Leaving	Starting Salary	Final Salary
Job Title and Duties		

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**Give three references other than relatives or supervisors listed above.**

Name	Present Address	Telephone	Known how long?

I certify that the information I have given is complete, true, and correct to the best of my knowledge and belief. I further affirm that I have not knowingly withheld any facts or circumstances in completing this application. I consent to references and former employers being contacted regarding this application. I understand that any misrepresentation of information by me may cancel this application or be cause for my termination in the event I am employed by the college.

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SIGNATURE DATE