



Nebraska  
Minority Resource Center

## JOB APPLICATION FORM

### APPLICANT SECTION

Position applied for:

#### Personal details

Given name:

Family name:

Preferred name:

Address:

Telephone

Daytime:

Mobile:

Email:

#### Current qualifications

Qualification title	Institution/training provider	Year completed

Are you currently undertaking study/training?  
(tick one)

☐

Yes

☐

No

If yes, course/program name:

(tick one)

☐

Full time

☐

Part time

☐

Distance

☐

Other

#### Previous employment (most recent first)

Employer name/ establishment	Dates from/to	Position held	Reason for leaving	Office use check initial/date

Do you agree to have referees contacted in relation to this  
application? (tick one)

☐

Yes

☐

No

*(Reference checks will be conducted legally in an ethical manner and all information derived  
will remain confidential.)*



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Please provide details of three people who can speak on your behalf regarding your work history.

Name	Contact No.	Position held/working relationship (e.g. supervisor)	Office use check initial/date

What type of work are you  
available for? (tick one)

Full time

☐

Part time

☐

Casual

☐

When will you be available for work?

Please provide any other information that you identify as being pertinent to this application  
(e.g. medical conditions, disabilities)

**Declaration**

I declare that, to the best of my knowledge, the information given is true and correct. I understand that inaccurate, misleading or untrue statements or knowingly withheld information may result in termination of employment with this organisation. I understand that this application does not constitute an offer of employment. I understand that, in some cases, background checks will be required and I will be notified if this applies to this application.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

*"Nebraska Minority Resource Center is an equal opportunity employer"*