



WE CONSIDER APPLICANTS FOR ALL POSITIONS WITHOUT REGARD TO RACE, CREED, COLOR, MARITAL STATUS, SEX, RELIGION, NATIONAL ORIGIN, CLASS ORIGIN, NATIONALITY, AGE, PHYSICAL OR MENTAL DISABILITY, MILITARY STATUS, GENDER IDENTITY OR SEXUAL ORIENTATION.

APPLICANT INFORMATION											
Last Name			First			M.I.		Date			
Street Address					Apartment/Unit #						
City				State			ZIP				
Phone				E-mail Address							
Date Available						Desired Salary					
Position Applied for											
Are you eligible to work in the U.S.?						YES <input type="checkbox"/>	NO <input type="checkbox"/>	Have you ever worked for the Food Bank for the Heartland?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are you able to perform the essential functions of the job for which you are applying with or without a reasonable accommodation?						YES <input type="checkbox"/>	NO <input type="checkbox"/>	Date you can start:			

EDUCATION									
High School					Address				
Did you graduate?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
College				Address					
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	
Other					Address				
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	

REFERENCES			
<i>Please list three professional references who are not related to you. If possible, list at least one previous supervisor.</i>			
Full Name		Relationship	
Phone			
Full Name		Relationship	
Phone			
Full Name		Relationship	
Phone			

**PREVIOUS EMPLOYMENT**

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	

**SPECIAL TRADE**

*List any licenses, certificates or special training.*

**LANGUAGE**

*Indicate any foreign languages you can speak, read and/or write fluently*

Speak

Read

Write

**DISCLAIMER AND SIGNATURE**

Food Bank for the Heartland (FBFH) is an equal opportunity employer FBFH does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for FBFH to hire me. If I am hired, I understand that either FBFH or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of FBFH has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to FBFH true and complete information on this application. No requested information has been concealed. I authorize FBFH to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Signature

Date



## NOTIFICATION OF AND AUTHORIZATION FOR PROCUREMENT OF CONSUMER REPORT

In conjunction with my application for employment (including contract and volunteer services) with you, my prospective employer, I understand that you may hire CyberChek, LLC to obtain "Consumer Reports" about me as defined in the Fair Credit Reporting Act (FCRA). These "Consumer Reports" may include, but are not limited to information concerning my employment history, credentials, motor vehicle record, credit history, education background, and criminal record.

I understand that you may rely on any or all of the above referenced information in determining whether to extend an offer of employment to me. If you contemplate making an adverse employment-related decision that will affect me based, in whole or in part, upon a "Consumer Report" obtained from CyberChek, LLC, I will be provided with a pre-adverse action disclosure, as well as a copy of the "Consumer Report" and a written summary of my "Consumer Rights" under the FCRA before you finalize that decision.

I have read the above disclosure and I hereby authorize CyberChek, LLC or its authorized agents to obtain the above referenced information about me. I also authorize all agencies, bureaus, employers, information service organizations and individuals to provide any of the above referenced knowledge or information they have concerning me. If I am hired, this authorization shall remain on file and shall serve as an ongoing authorization to obtain "Consumer Reports" about me from CyberChek, LLC at any time during my employment with you. A photocopy or facsimile of this authorization shall be as valid as the original.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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