

Nettles Academy  
105 Jules Avenue  
Jefferson, La 70121  
(504)832-1044  
[www.nettlesacademy.org](http://www.nettlesacademy.org)

## Employment Application

Today's Date: \_\_\_\_\_

**DOH:** \_\_\_\_\_

### PERSONAL INFORMATION

Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

D.O.B: \_\_\_\_\_ Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Is physical address the same as mailing address? Please check for yes in box.

How long have you lived at this address?: \_\_\_\_\_

Email address: \_\_\_\_\_

Home Phone No.( ) \_\_\_\_\_ - \_\_\_\_\_ Alternate Phone No.( ) \_\_\_\_\_ - \_\_\_\_\_

### EMERGENCY CONTACT INFORMATION

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone No. ( ) \_\_\_\_\_ - \_\_\_\_\_

### GENERAL INFORMATION

How did you hear about us? \_\_\_\_\_

What position are you applying for? \_\_\_\_\_ **Full-Time/Part-Time/As Needed**

Are you available to work any hours? \_\_\_\_\_ Preferences: \_\_\_\_\_

Have you worked for Nettles Academy in the past? yes/no When? \_\_\_\_\_

Any relatives or friends working for us? yes/no Name: \_\_\_\_\_

### IF HIRED

When will you be able to start: \_\_\_\_\_

Do you have a reliable means of transportation? \_\_\_\_\_

**PRIOR WORK HISTORY:** List in order of present first then last employer w/in the last 7 yrs.

**Dates:** (CONTINUE ON SECOND SHEET)

From \_\_\_\_\_ to \_\_\_\_\_ Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Supervisor: \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_