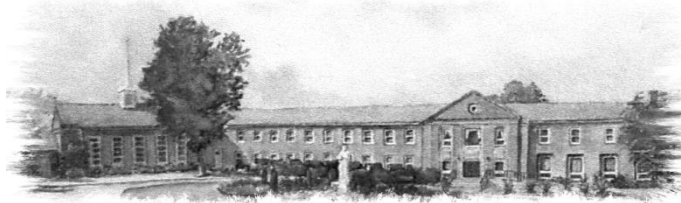


APPLICATION FOR EMPLOYMENT



Loyola on the Potomac is an
Equal Opportunity Employer

LOYOLA ON THE POTOMAC *A Jesuit Retreat House – Faulkner, Maryland*

Loyola on the Potomac is a
Faith Based Organization

(Please Print Clearly)

Date: _____

Name: _____
Last First Middle

Social Security Number: _____

Present Address: _____
No. Street

_____ Telephone #: _____
City State Zip

Email Address: _____

1. Are you over the age of eighteen? _____ If no, hire is
subject to verification that you are of minimum legal age.

2. Have you been convicted of a crime in the past ten years,
excluding misdemeanors and summary of offenses? _____
If yes, describe in full _____

3. Do you have any physical or mental condition which may
limit your ability to perform the particular job for which you
are applying? _____ If yes, describe such condition

4. What method to transportation will you use to get to work?
Your own car _____. Someone must bring you _____
Bus _____ Other _____

5. Position(s) applied for _____

Rate of pay expected \$ _____/week

6. Would you work Full-Time _____ Part-Time _____
Specify days and hours if part-time _____

7. Were you previously employed by us? _____ If yes,
when? _____

8. List any friends or relatives working at Loyola on the
Potomac?

Name(s)

9. If your application is considered favorably, on what date
will you be available for work? _____ 20____

10. Are there any other experiences, skills, or qualifications
which you feel would especially fit you for work with the
Company? _____

11. Did you graduate from high school? _____ If yes, give
month and year you graduated _____

Name of High School _____

12. Have you attended any school after high school? _____
Name and address of school: _____

Did you graduate?

_____ Yes - Date _____
Month/Year
_____ No - Number of Years Attended _____

Course of Study

Diploma or Degree

13. Work History (Please list most recent employment first)

Name of Company _____	Type of Business _____
Company Address _____	
Name of Last Supervisor _____	Title _____
May We Contact This Employer _____ Yes _____ No Phone # (Area Code) _____	
Position You Held _____	Weekly Starting Salary _____ Weekly Last Salary _____
Employed From _____	To _____
Month _____ Year _____	Month _____ Year _____
Describe in Detail the Work You Did _____	
Reason for Leaving _____	

14. List Employer Previous to No. 13

Name of Company _____	Type of Business _____
Company Address _____	
Name of Last Supervisor _____	Title _____
May We Contact This Employer _____ Yes _____ No Phone # (Area Code) _____	
Position You Held _____	Weekly Starting Salary _____ Weekly Last Salary _____
Employed From _____	To _____
Month _____ Year _____	Month _____ Year _____
Describe in Detail the Work You Did _____	
Reason for Leaving _____	

15. List Employer Previous to No. 14

Name of Company _____	Type of Business _____
Company Address _____	
Name of Last Supervisor _____	Title _____
May We Contact This Employer _____ Yes _____ No Phone # (Area Code) _____	
Position You Held _____	Employed From _____ To _____
	Month _____ Year _____ Month _____ Year _____
Describe in Detail the Work You Did _____	
Reason for Leaving _____	

YOUR AUTHORIZATION: _____ in hereby authorized to make an investigation of my personal history and educational background. This inquiry includes information as to my character, general reputation and personal characteristics. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal.

Signature of Applicant

Date