



We provide material and spiritual charity
and work for social justice for all people.



Employment Application

St. Vincent de Paul Juneau
8617 Teal Street, Juneau, AK 99801
(907) 789-5535
info@svdpjuneau.org
svdpjuneau.org

Applicant		Date		
Physical address		Mailing address (if different)		
Home phone	Cell phone	Email		
Applying for (if more than one, select all that apply) <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Administration <input type="checkbox"/> Housing Department <input type="checkbox"/> Maintenance Department <input type="checkbox"/> Community Navigation <input type="checkbox"/> St. Vincent Store </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Sobering Center <input type="checkbox"/> Cold Weather Emergency Shelter <input type="checkbox"/> Other (specify): <input type="checkbox"/> Specific position (if known): </td> </tr> </table>			<input type="checkbox"/> Administration <input type="checkbox"/> Housing Department <input type="checkbox"/> Maintenance Department <input type="checkbox"/> Community Navigation <input type="checkbox"/> St. Vincent Store	<input type="checkbox"/> Sobering Center <input type="checkbox"/> Cold Weather Emergency Shelter <input type="checkbox"/> Other (specify): <input type="checkbox"/> Specific position (if known):
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General employment questions <ul style="list-style-type: none"> <input type="checkbox"/> U.S. citizen or alien authorized to work in the United States. <input type="checkbox"/> 18 years of age or older. <input type="checkbox"/> Currently employed. <ul style="list-style-type: none"> <input type="checkbox"/> If currently employed, you may contact my current employer. <input type="checkbox"/> Previously worked for St. Vincent de Paul Juneau. If checked, when and position. <input type="checkbox"/> Convicted of a felony. If checked, provide brief explanation. 				
Why are you interested in working for St. Vincent de Paul? (and this department / position, if applicable) 				
What skills and training can you bring to this department / position? (if applicable) 				

Employment history List all work experience beginning with your current or most recent job. Include any experience (i.e., military or volunteer) that you would like to have considered as part of your qualifications for the department(s) / position (s) you are applying for. Add additional pages as necessary. <input type="checkbox"/> Resume attached (you may skip re-entering employment history)		
Employer		Position
Address	Details of employment Start date ___/___/___ End date ___/___/___ <input type="checkbox"/> current position <input type="checkbox"/> full-time <input type="checkbox"/> part-time Final pay rate \$_____ per _____ Reason for leaving <input type="checkbox"/> resigned <input type="checkbox"/> terminated <input type="checkbox"/> laid-off	
Supervisor (reference check) <input type="checkbox"/> You may contact.	Phone	Email
Position description		
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Position description		

Education		
List your education. Add additional pages as necessary. <input type="checkbox"/> Resume attached (you may skip re-entering education.)		
High school and location (list all attended)	Grade completed	<input type="checkbox"/> graduated <input type="checkbox"/> GED <input type="checkbox"/> graduation expected date ___/___/___
College	Degree(s) and date	Major
Graduate school	Degree(s) and date	Field of Study
Vocational or trade school	Certificate(s) and date	Specialties
Professional licenses and certifications <input type="checkbox"/> Resume attached (you may skip re-entering.)		
Professional organizations <input type="checkbox"/> Resume attached (you may skip re-entering.)		
References		
Provide three references. <input type="checkbox"/> Resume attached (you may skip re-entering references.)		
Business or professional reference	Business or professional reference	Personal reference
Phone: ()	Phone: ()	Phone: ()
Terms and conditions of submission of employment application		
<p>St. Vincent de Paul Society Diocesan Council of Southeast Alaska, Inc. (SVdP) is an equal opportunity employer and does not discriminate on the basis of gender, age, race and color, religion, marital status, national origin disability or veteran status. Interviews are given on a competitive basis, using job-related factors, after an application has been received. Not everyone who applies for a vacant position will be interviewed. I have answered truthfully and have not knowingly withheld any information relative to my application. I understand that any misrepresentation or material omission on this application may result in my being eliminated from further consideration. I further understand that, if accepted for employment, any misrepresentation or material omission that becomes known to SVdP may result in immediate termination of my position. I authorize previous employers and supervisors to supply SVdP with any and all information regarding my previous employment with the exceptions noted above. I understand that consideration for employment in this position is contingent upon the results of reference checking and background check for specific job classifications where appropriate. In consideration of my employment, I will be required agree to the employment policies and procedures of SVdP, which may be changed, modified, eliminated or added to at any time at SVdP's sole discretion and without prior notice. If employed by SVdP, such employment is "at-will" and can be terminated at any time, with or without cause and with or without notice, at the option of either SVdP or myself.</p>		
Applicant signature		Date