



SUNY Delhi
2 Main Street, Delhi, NY 13753

Application for Employment

Please PRINT Clearly:

Position(s) Applied For: _____

Name: _____

Home Address: _____

Home Phone: _____

Business Phone: _____

Have you ever been employed with us before?

☐ Yes

☐ No

If yes, give date and position: _____

Are you available to work:

☐ Full time

☐ Part time

☐ Shift work

☐ Temporary

Have you ever been employed by the State University of NY or by New York State?

☐ Yes

☐ No

Do you have the legal right to work in the U.S.?

☐ Yes

☐ No

If you are not a U.S. citizen, do you have the legal right to remain permanently in the United States?

☐ Yes

☐ No

Have you ever been convicted of a criminal offense:

☐ Yes

☐ No

If yes, please give details on a separate sheet of paper.

All candidates selected for employment will be required to undergo a criminal background investigation.

Educational History:

	Institution	Dates of Attendance	Degree or Diploma or last grade completed	Major
High School				
College - Undergraduate				
College - Graduate				
Describe any specialized training, skills or activities				
Describe any honors you have received				

Employment Experience:

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disability or other protected status.

1. Employer: _____ Dates Employed: _____
Address: _____
Phone Number: _____ Hourly Rate/Salary: _____
Job Title: _____ Supervisor: _____
Reason for Leaving: _____
Work Performed: _____

2. Employer: _____ Dates Employed: _____
Address: _____
Phone Number: _____ Hourly Rate/Salary: _____
Job Title: _____ Supervisor: _____
Reason for Leaving: _____
Work Performed: _____

3. Employer: _____ Dates Employed: _____
Address: _____
Phone Number: _____ Hourly Rate/Salary: _____
Job Title: _____ Supervisor: _____
Reason for Leaving: _____
Work Performed: _____

4. Employer: _____ Dates Employed: _____
Address: _____
Phone Number: _____ Hourly Rate/Salary: _____
Job Title: _____ Supervisor: _____
Reason for Leaving: _____
Work Performed: _____

If you need additional space, please continue on a separate sheet of paper.

References:

Give name, address and telephone number of three references who are not related to you and who can provide information as to your work performance.

Name: _____ Phone Number: _____

Address: _____

Name: _____ Phone Number: _____

Address: _____

Name: _____ Phone Number: _____

Address: _____

Special Skills and Qualifications:

Summarize special job-related skills and qualifications acquired from employment or other experience. If there are minimum qualifications for the position(s) for which you are applying, please demonstrate that you meet these qualifications.

Applicant's Statement:

I certify that information submitted is true and complete. I understand that if I misrepresent and/or withhold information my application will be rejected and that I may be discharged if the misrepresentation or omission is discovered after my employment begins.

I authorize SUNY Delhi to make inquiries regarding my history and character to prior employers, schools, etc. I also authorize SUNY Delhi to conduct a criminal background investigation and understand that I may be required to complete separate authorization forms for such checks or investigation. I hereby release all employers, schools, entities or individuals from all liability in connection with such inquires.

I understand that employment is contingent upon the satisfactory completion of various background checks, investigations or examinations and my compliance with other employment requirements, such as proof of eligibility to work in the United States.

Signature: _____ Date _____

State any additional information you feel may be helpful to us in considering your application.

Notice of Non-Discrimination

The State University of New York College of Technology at Delhi complies with applicable Federal and State laws prohibiting discrimination. These laws include Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Chapter 2 of the State Human Rights Law and Education Law. It is the policy of the College that no person on the basis of race, sex, color, national origin, religion, marital status, age, sexual orientation, veteran or military status, disability, gender identity, genetic predisposition, carrier status, or domestic violence victim status shall be discriminated against in its programs or activities including student admissions, counseling, housing, financial aid, employment, as well as all academic non-discrimination policies: **Bonnie Martin** Title IX and section 504 Coordinator, Vice President for Operations, 103 Bush Hall, Phone: 607-746-4495, E-mail: martinbg@delhi.edu. **Lori Osterhoudt** Director of Counseling and Health Services/Title IX Deputy Coordinator, 114 Foreman Hall, SUNY Delhi, 2 Main Street, Delhi, New York 13753, Phone: 607-746-4692, E-mail: osterh1b@delhi.edu.