



APPLICATION FOR EMPLOYMENT

Please Print or Type

**800 U.S. Hwy 29 N
Athens, Georgia 30601**

Position Applying For: _____ **Date of Application:** _____

Name: _____
Last First Middle

Address: _____
Street City State Zipcode

Home Phone: _____ **Social Security Number:** _____

Have you previously been employed with ATC? Yes No

Are you a U.S. citizen? Yes No

If not, do you have authorization to work in the U.S.? Yes No

Have you been convicted of a felony in the last seven years? Yes No
(Such a conviction may be relevant if job-related, but does not bar you from employment)

If yes, please explain:

EDUCATIONAL BACKGROUND

SCHOOL NAME	ADDRESS	MAJOR	DEGREE	DATES
High School				
College				
Other				

***Where applicable, this Application for Employment is not complete until transcripts from all colleges and universities listed have been received by the Office of Human Resources.*

EMPLOYMENT HISTORY

List your last four employers (including military experience) starting with the most recent. Do not use the term "see resume" anywhere on the application.

From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor/Title		Job Duties	
Reason for Leaving			May we contact this employer?
From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor/Title		Job Duties	
Reason for Leaving			May we contact this employer?
From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor/Title		Job Duties	
Reason for Leaving			May we contact this employer?
From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor/Title		Job Duties	
Reason for Leaving			May we contact this employer?
From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor/Title		Job Duties	
Reason for Leaving			May we contact this employer?

PROFESSIONAL REFERENCES

List the name, company, individual's title, and telephone number of three professional references who are not related to you. If applicable, list three school or personal references who are not related to you.

NAME	COMPANY	TITLE	TELEPHONE

EMERGENCY CONTACT INFORMATION

Contact Name		Relationship to Employee			
Address		City	County	State	Zip
Telephone 1	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	Telephone 2		<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	

Please read carefully before signing:

I hereby certify that all statements contained herein are true and correct. I understand that intentionally providing false information on this application or attachments is a violation of state law and grounds for dismissal should employment be extended.

Print Name

Social Security Number

Signature

Date

EQUAL EMPLOYMENT OPPORTUNITY MONITORING INFORMATION

As set forth in its student catalog, Athens Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

Pursuant to these regulations, the following employee(s) are designated to ensure compliance and to coordinate and process any grievances therein:

Title IX Coordinator
 Director of Human Resources
 Athens Technical College
 800 U.S. Highway 29 N
 Athens, GA 30601
 (706) 583-2818

Title 504 Coordinator
 Director of Student Support Services
 Athens Technical College
 800 U.S. Highway 29 N
 Athens, GA 30601
 (706) 355-5081

EQUAL EMPLOYMENT OPPORTUNITY SELF IDENTIFICATION

Athens Technical College complies with all government regulations. In an effort to comply with requirements regarding government recordkeeping, reporting, and other legal obligations, we ask for your willful participation in providing the information below. This portion of the application is completely voluntary and failure to complete this section will not subject one to any adverse actions.

RACE OR ETHNIC IDENTITY	GENDER
<p>Are you of Hispanic/Latino origin? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, please check below all the races that apply.</i></p> <p><input type="checkbox"/> White (not Hispanic/Latino)</p> <p><input type="checkbox"/> Black/African American (not Hispanic/Latino)</p> <p><input type="checkbox"/> Native Hawaiian/Pacific Islander (not Hispanic/Latino)</p> <p><input type="checkbox"/> Asian (not Hispanic/Latino)</p> <p><input type="checkbox"/> American Indian/Alaskan Native (not Hispanic/Latino)</p> <p><input type="checkbox"/> I do not wish to self-identify</p>	<p><input type="checkbox"/> Male</p> <p><input type="checkbox"/> Female</p>
	VETERAN STATUS
	<p><input type="checkbox"/> Vietnam Era Veteran</p> <p><input type="checkbox"/> Special Disabled Veteran</p> <p><input type="checkbox"/> Other Eligible Veteran</p>