



# BRIDGEWATER COLLEGE

402 E College St.  
Bridgewater, VA 22812-1599

# Employment Application

|                   |                     |
|-------------------|---------------------|
| <b>Office Use</b> | Date Received _____ |
|                   | Salary _____        |
|                   |                     |

|   |   |
|---|---|
| <b>Personal Information</b>                                       | Name _____ Social Security Number _____   |
|   | Street Address _____  |
|   | City _____ State _____ Zip Code _____   |
|   | Phone _____ Are you at least 18 years of age? Yes <input type="checkbox"/> No <input type="checkbox"/> E-Mail Address _____ |
|   | Are you a United States citizen? Yes <input type="checkbox"/> No <input type="checkbox"/>                                   |
| If not a United States citizen, indicate immigration status _____ |   |

|                                   |  |                       |  |
|-----------------------------------|--|-----------------------|--|
| <b>General Information</b>        | Type of Position Desired   | Position Applied For: |  |
|                                   | <input type="checkbox"/> Full Time<br><input type="checkbox"/> Part Time   |                       |  |
|                                   | Date Available _____ Salary Desired _____  |                       |  |
|                                   | Have you previously applied for or been employed Bridgewater College? Yes <input type="checkbox"/> No <input type="checkbox"/> |                       |  |
| How were you referred to BC _____ |  |                       |  |

|   |  |                    |       |        |
|---|--|--------------------|-------|--------|
| <b>Educational Background</b>   | Name and Location of High School Last Attended _____   |                    |       |        |
|   | Name used while attending _____                        |                    |       |        |
|   | Name/Location of College(s) Technical or Other Schools | Graduated (Yes/No) | Major | Degree |
|   |  |                    |       |        |
|   |  |                    |       |        |
| Other information or Outside Activities Which May Be Applicable _____ |  |                    |       |        |

|                                   |  |                   |              |                |
|-----------------------------------|--|-------------------|--------------|----------------|
| <b>Professional Licenses/Cert</b> | Type _____                                     | Date Issued _____ | Number _____ | Exp Date _____ |
|                                   | Type _____                                     | Date Issued _____ | Number _____ | Exp Date _____ |
|                                   | Area of Specialization of Major Interest _____ |                   |              |                |

|                            |   |
|----------------------------|---|
| <b>Military Experience</b> | US Military Branch _____ Rank at Discharge _____    |
|                            | Active Duty _____ Discharge _____                   |
|                            | Training or Specialty _____ Type of Discharge _____ |

|                           |                                       |  |                  |
|---------------------------|---------------------------------------|--|------------------|
| <b>Employment History</b> | From:                                 | Firm Name, Address and Phone (May we contact former employer Yes <input type="checkbox"/> No <input type="checkbox"/> )<br>_____ | Starting Salary: |
|                           | To:                                   | Job Title and Responsibility<br>_____  | Ending Salary:   |
|                           |                                       | Supervisor's Name<br>_____   |                  |
|                           |                                       | Reason for Leaving<br>_____  |                  |
|                           | From:                                 | Firm Name, Address and Phone (May we contact former employer Yes <input type="checkbox"/> No <input type="checkbox"/> )<br>_____ | Starting Salary: |
|                           | To:                                   | Job Title and Responsibility<br>_____  | Ending Salary:   |
|                           |                                       | Supervisor's Name<br>_____   |                  |
|                           |                                       | Reason for Leaving<br>_____  |                  |
|                           | From:                                 | Firm Name, Address and Phone (May we contact former employer Yes <input type="checkbox"/> No <input type="checkbox"/> )<br>_____ | Starting Salary: |
| To:                       | Job Title and Responsibility<br>_____ | Ending Salary:   |                  |
|                           | Supervisor's Name<br>_____            |  |                  |
|                           | Reason for Leaving<br>_____           |  |                  |

Have you even been convicted of any felony or misdemeanor other than a minor traffic violation? Yes  No

If so, state date, court and nature of offense \_\_\_\_\_

A conviction record will not necessarily disqualify you for employment. We do, however, perform criminal background checks and must take this into consideration when determining appropriate positions.

I understand that any employment with Bridgewater College would not be for any fixed period of time and that if employed, I may resign at any time for any reason or the College may terminate my employment at any time for any reason in the absence of a specific written agreement to the contrary signed by the President of the College.

I voluntarily consent to a thorough investigation of my past employment and activities. I give BC the right to make checks on my background and release from all liability or responsibility all persons, companies or corporations supplying such information.

I understand that any false or incomplete answers or statements made by me on this application or any supplement thereto or in connection with the above-mentioned investigations will be sufficient grounds for immediate discharge, if I am employed.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date