



Al-Amal School Application for Employment

1401 Gardena Avenue

Fridley, MN 55432 USA

Phone 763-571-8886

(Please Print)

Date: _____

I. Personal Information

Name: Last First Middle

Present Address

Permanent Address (if different than above)

Social Security Number Telephone

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, Green Card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

Position Applied For: _____

1. Is there any information we would need about your name or use of another name for us to be able to check your work record? Please specify:

2. Do you have any relatives/friends who are presently (or have formerly been) employed by Al-Amal School?

3. How were you referred to Al-Amal School? _____

4. Have you ever been convicted of a felony? Yes No If yes, please explain:

Al-Amal School does not discriminate on the basis of race, religion, sex, color, national origin, age or gender.

II. Educational History

School Name/Location	Years Completed	Degree/Diploma
Elem/Jr.High _____		
High School _____		
College _____		
Techn. Training _____		
Other _____		

III. Employment Record *Please include all employment for the last five years.*

- | | |
|--|-----------------------|
| _____ | _____ |
| Company Name (Current or Most Recent Employer) | Position Held |
| _____ | Dates Employed: _____ |
| Address | From To |
| _____ | _____ |
| Manager/Supervisor | Telephone Wage/Salary |
| _____ | _____ |
| Reason For Leaving | |
- | | |
|---------------------|-----------------------|
| _____ | _____ |
| Company/School Name | Position Held |
| _____ | Dates Employed: _____ |
| Address | From To |
| _____ | _____ |
| Manager/Supervisor | Telephone Wage/Salary |
| _____ | _____ |
| Reason For Leaving | |
- | | |
|---------------------|-----------------------|
| _____ | _____ |
| Company/School Name | Position Held |
| _____ | Dates Employed: _____ |
| Address | From To |
| _____ | _____ |
| Manager/Supervisor | Telephone Wage/Salary |
| _____ | _____ |
| Reason For Leaving | |

NOTE: Use separate sheet to list additional employers, if necessary. We will contact all of the employers listed on this application unless you specifically exclude them below. Please list any employers you do not want us to contact and your reason for the exclusion:

_____	_____
(Employer's Name)	Reason
_____	_____
(Employer's Name)	Reason

IV. References *Please do not include relatives or former employers.*

1. _____	_____
Name	Years Known
_____	_____
Address	Telephone

Occupation	
2. _____	_____
Name	Years Known
_____	_____
Address	Telephone

Occupation	
3. _____	_____
Name	Years Known
_____	_____
Address	Telephone

Occupation	

V. Work Availability

1. If your application receives favorable consideration, when will you be available to begin work?

2. Do you have any objection to working overtime? () Yes () No
3. Can you work overtime without prior notice? () Yes () No
4. Can you work on Saturday? () Yes () No
5. Can you work on Sunday? () Yes () No
6. Why do you want to work for Al-Amal School? _____
7. If applying for a driver position, how many tickets in last 5 years? _____

VI. Salary / Hourly Rate Requirements

If your application receives favorable consideration, what salary/hourly rate would you require?

\$ _____ per _____

Al-Amal School

Background Research Release

Please read this section carefully and acknowledge your understanding by signing your name in the space below.

1. Consent To Conduct Background Investigation

As a condition of and in consideration for Al-Amal School's consideration of this application, I give permission to Al-Amal School to investigate my personal and employment history. I understand that this background investigation will include, but not be limited to, verification of all information on the application, as well as interviews with past employers. I further give permission to Al-Amal School to conduct this investigation and to discuss the results of this investigation in connection with my application for employment.

2. Consent To Contact Past Employers

I give permission to Al-Amal School to contact all employers listed in this application (except those specifically excluded) for references I further give permission to all current or previous employers and/or managers or supervisors to discuss my relevant personal and employment history with Al-Amal School, consent to the release of such information orally or in writing, and hereby release them from all liability and agree not to sue them for defamation or other claims based upon any statements they make to any representative of Al-Amal School. I further waive all rights I may have under state law to receive a copy of any written statement provided by any of my former employers to Al-Amal School. I further agree to indemnify all past employers for any liability they may incur because of their reliance upon this release.

3. Consent To Contact Government Agencies

I give permission to any agent, attorney or representative of Al-Amal School to receive a copy of any information obtained in the file of any federal, state or local court, government agency, law enforcement agency or investigator concerning or relating to me. I further consent to the release of such information and waive any right under state law concerning notification of the request for a release of such information. In the event a state law does not provide for prospective employers to have access to information, I hereby delegate Al-Amal School as my agent for receipt of information. I understand that the scope of this investigation will be limited to criminal and/or civil records that relate to my honesty, integrity and/or abilities.

4. Cooperation With Investigation

I agree to fully cooperate in Al-Amal School's background investigation, and to sign any waivers or releases that may be necessary to obtain access to relevant information. In the event that any former employer or federal, state or local governmental agency will not release reference information or criminal history information directly to the employer, I agree to personally request such information to the extent permitted by law.

5. Falsification Statement

I understand that any falsification or willful omission of fact made in this application or in connection with any background investigation may be sufficient grounds for rejection of this application, or, if discovered after an offer of employment, for immediate dismissal.

6. Employment "At Will"

In consideration of my employment, I agree to conform to the rules and regulations of Al-Amal School, and my employment and compensation is "at will" in that they can be terminated with or without cause, and with or without notice, at any time, at the option of either Al-Amal School or myself, except as otherwise provided by law. I understand that no other board member or representative of Al-Amal School, other than the Principal/Chairman of the board of Al-Amal School, has authority to enter into any agreement for employment for any specified period of time or to make any agreement or contract to the foregoing, and that any promises to the contrary will only be relied upon by me if they are in writing and signed by the Principal/Chairman of the board of Al-Amal School.

Applicant's Signature

Date