

GSCV Application for Employment

Check One: ☐ New Applicant ☐ Transfer Applicant ☐ Reemployment Applicant

- This council is an equal opportunity employer. All applications for employment will be considered without regard to race, religion, color, sex, age, national origin or ancestry, citizenship, disability, marital status, sexual orientation or veteran status.
- Conditions of employment are stated at the end of this form. Please read carefully before you sign this application. (Application must be completed in full even if attaching resume.)
- This application form will be considered current for 90 days only. At the end of this period, if you are still interested in employment, it will be necessary for you to reapply by completing a new application form.

Personal Data			
Last Name	First Name	Middle Initial	Social Security Number
Present Address (Number and Street)	City	State	Zip Code
Permanent Address (if different from above)	City	State	Zip Code
Area Code/Telephone No.	Cell/Mobile Telephone No.	Date of Application	

Position Desired			
Position:	Full Time	Part Time	Temporary
Date Available:		Salary Desired:	
Source of Referral			
Agency		Name:	
Publication		Name:	
School/Organization		Name:	
Own Initiative			
Employee		Name:	
Other		Please list:	
Willing to Travel?	Yes	No	Percentage of Time?

Willing to Relocate?	Yes		No	Geographic Preference?
Do you have relatives employed by GSUSA or a Girl Scout council?			Yes	No
Were you ever employed by GSUSA or a Girl Scout Council?	Yes	No	When/Where?	
Have you previously applied to GSUSA or a Girl Scout Council?	Yes	No	When/Where?	

Employment History				
Present or Last Employer		Title or Position		
Address		City	State	Zip Code
Area Code/Telephone No.				
Employment Dates (Month and Year) From: To:		Starting Salary	Final Salary	Other Compensation
Name and Title of Immediate Supervisor:		Reason for Leaving:		
Description of Duties				

Present or Last Employer		Title or Position		
Address		City	State	Zip Code
Area Code/Telephone No.				
Employment Dates (Month and Year) From: To:		Starting Salary	Final Salary	Other Compensation
Name and Title of Immediate Supervisor:		Reason for Leaving:		
Description of Duties				

Present or Last Employer		Title or Position		
Address		City	State	Zip Code
Area Code/Telephone No.				
Employment Dates (Month and Year) From: To:		Starting Salary	Final Salary	Other Compensation
Name and Title of Immediate Supervisor:		Reason for Leaving:		
Description of Duties				

Education				
	High School or General Equivalency Diploma (GED)	Undergraduate College/University	Graduate/ Professional	Business/ Technical
School Name and Location				
# of years completed				
Diploma / Degree / Credits				
Describe Course of Study				
Describe any specialized training, apprenticeship, skills, and extra- curricular activities				
Describe any honors you have received				
State any additional information you feel may be helpful to us in considering your application				

Volunteer Activities

You need not list organizations whose name or nature indicates your race, sex, national origin, age, or religion.

Organization	Position/Offices Held	Describe Responsibilities and Services	Number of Years

Statement

Explain briefly why you are interested in working for our organization:

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References

Please indicate whether schooling or employment was under another name

Applicants without recent employment experience list persons, other than relatives, who know of your qualifications and/or background experience.

Name	Profession	Telephone Number	Business or Home Address

I hereby authorize you to check all my educational references and the personal employment references as indicated below; I further authorize these references to release to you all information that they have about me (check all that apply):					
Present employer			Present employer after accepting position		
Previous employers			Additional references listed		
Do you know of any reason why you would not be able to perform the essential functions of the job position for which you are applying with or without reasonable accommodation?					
Yes		No		Please describe:	

Are you legally eligible to be employed in the United States? (Proof of identity and eligibility will be required upon employment.)					
Yes		No			
Have you ever been convicted of a crime (other than traffic violations)? If yes, please state offense, date and location (a conviction record will not necessarily be cause for disqualification).					
Yes		No			
Are you available to work:		Full Time	Days	Nights	Weekends
If you cannot work full-time, please explain:					
Any limitations on overtime?		Yes		No	
If you cannot work overtime, please explain:					

I understand that this employment application and any other Girl Scout documents are not contracts of employment, and that any individual who is hired may voluntarily leave employment upon proper notice and may be terminated by the council at any time. I understand that any oral or written statements to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or existing employee. I also understand that I am submitting this application to become an employee of Girl Scout Council and not GSUSA.

I certify that my answers to the preceding questions are true and complete and that I have not knowingly withheld any information which might, if disclosed, affect my application unfavorably. I understand that any misrepresentation or omission of facts on this application will be cause for rejection of this application or dismissal after employment and that employment is subject to verification of references.

Signature	Date

Gender					
Not disclosed		Male		Female	
Please indicate the racial group with which you identify:					
White (includes Arabian) – 1					
Black (includes Jamaicans, Bahamians & other Caribbeans of African but not Hispanic or Arabian descent) – 2					
Hispanic (includes persons of Mexican, Puerto Rican, Central or South American or other Spanish origin or culture) – 3					
Asian & Asian American (includes Pakistanis & Indians) – 4					
American Indian (includes Alaskans) – 5					
Hawaiian & Pacific Islanders – 6					
Not disclosed or other - 7					