



PHILLIPS

Programs for Children and Families

Employment Application

7010 Braddock Road
Annandale, VA 22003

8920 Whiskey Bottom Road
Laurel, MD 20723

An Equal Opportunity Employer

Employment Record — *List most recent position first.*

Employer	Employed (month and year) <i>from:</i> <i>to:</i>	May we contact this employer for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name and title of last supervisor		Supervisor's telephone number ()	
Employer street address	City	State	ZIP
Your current or last position/title and duties			
Current or last rate of pay	Starting rate of pay	Reason(s) for leaving	
Employer	Employed (month and year) <i>from:</i> <i>to:</i>	May we contact this employer for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	
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Employer street address	City	State	ZIP
Last position/title and duties			
Last rate of pay	Starting rate of pay	Reason(s) for leaving	

Education Record		
High school name and location		
Last full year attended (<i>circle one</i>) 9 10 11 12	Certificate/Degree	
College name and location		
Last full year attended (<i>circle one</i>) 1 2 3 4	Certificate/Degree	Major
Graduate (or other) name and location		
Last full year attended (<i>circle one</i>) 1 2 3 4	Certificate/Degree	Major
Account here for any lapse of time in your employment or educational record.		
List any additional experiences, special skills, or qualifications you feel are applicable to the position for which you are applying.		
Do you have any professional licenses? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please list here:	

Professional and Technical References			
<i>List people familiar with your ability. If possible, list at least one person from your most recent place of employment.</i>			
Name of reference	Title of reference		Working relationship
Company	City	State	Reference's telephone number ()
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Company	City	State	Reference's telephone number ()
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Company	City	State	Reference's telephone number ()

Agreement

I promise that the information I have written in this employment application is true and complete, to the best of my knowledge. I authorize PHILLIPS Programs to verify this information and to obtain reference information on my work performance. I release PHILLIPS Programs from any and all liability, which may arise from obtaining and making an employment decision based on this application. I understand that if I am employed, false statements or the omission of facts requested on this application will be considered sufficient basis for dismissal. I understand that if an employment offer is extended to me and I accept, that I will adhere fully to the policies, rules, and regulations of PHILLIPS Programs. However, I further understand that neither the policies, rules, nor regulations of employment or anything said during the interview process will constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and is "at will." I understand that this "at will" employment relationship may not be changed by any written document or by conduct unless such a change is acknowledged specifically in writing by an authorized representative of PHILLIPS Programs. I also understand that either PHILLIPS Programs or I may terminate my employment at any time.

Applicant signature

Date signed