

**CASA of YELLOWSTONE COUNTY
COURT APPOINTED SPECIAL ADVOCATE PROGRAM
EMPLOYMENT APPLICATION**

✓ *CASA provides equal employment opportunities to all applicants and employees based on qualifications and abilities without regard to race, color, creed, religion, sex, age, marital status, national origin, veteran status, disability, sexual orientation, or any other protected status. This policy applies to recruitment and placement, promotion, training, transfer, retention, rate of pay and all other details and conditions of employment.*

Personal Data

Name _____
Present Address _____ City _____ State _____ Zip _____
Home Phone _____ Cell Phone _____ E-Mail Address _____

Education

High School Diploma or GED? Yes No Name of High School _____
Years of Higher Education completed? 1, 2, 3, 4, 5+ _____
Name of College/University/Grad School _____
Date Completed _____ Degree _____

Name of College/University/Grad School _____
Date Completed _____ Degree _____

Work Experience (*List most recent work experience first*)

Do you want to be informed before we contact your present employer? Yes No

Company Name _____ Immediate Supervisor _____
Complete Address _____ City _____ State _____ Zip _____
Job Title _____ Phone _____
Dates: From (mm/yy) _____ To (mm/yy) _____ Reason for leaving _____
Job Description (duties, skills)

Work Experience

Company Name _____ Immediate Supervisor _____

Complete Address _____ City _____ State ____ Zip _____

Job Title _____ Phone _____

Dates: From (mm/yy) _____ To (mm/yy) _____ Reason for leaving _____

Job Description (duties, skills)

Work Experience

Company Name _____ Immediate Supervisor _____

Complete Address _____ City _____ State ____ Zip _____

Job Title _____ Phone _____

Dates: From (mm/yy) _____ To (mm/yy) _____ Reason for leaving _____

Job Description (duties, skills)

(For additional work experience please attach your Resume to this application)

Additional Information That Could Help You Qualify for this Position

Examples include: classes(include dates), certificates, volunteer experience, other skills and experiences.

References: *Three persons (not related to you) who know about your work and training*

1) Name: _____ Mailing Address: _____

Phone: _____ Yrs Known: _____ Relationship to you: _____

2) Name: _____ Mailing Address: _____

Phone: _____ Yrs Known: _____ Relationship to you: _____

3) Name: _____ Mailing Address: _____

Phone: _____ Yrs Known: _____ Relationship to you: _____

With my signature below, I certify that all information on this and all attached pages is true, correct and complete to the best of my knowledge and contains no willful falsifications or misrepresentations. I authorize CASA to contact any former employers and further authorize those employers to release job-related information they may have about me. I release all persons or companies from any liability or responsibility for providing such information. I further authorize CASA to contact persons listed as references herein.

Any offer of employment with CASA of Yellowstone County is conditioned on the successful completion of a background check. For this reason the applicant understands to obtain employment with CASA of Yellowstone County they must sign a release of information and submit to fingerprinting, on a regular basis. Per National CASA requirements, any applicant found to have been convicted of, or have charges pending for, a felony or misdemeanor involving a sex offense, child abuse or neglect, or related acts that would pose risks to children or the CASA program's credibility is ineligible for employment with CASA of Yellowstone County.

Signature: _____ Date: _____