



# Mile High Youth Corps

1801 Federal Blvd.  
Denver, CO 80204  
303.433.1206  
(f) 303.433.5997

## Application for Employment

*As an Equal Opportunity Employer, Mile High Youth Corps considers all applicants for employment without regard to race, color, religion, sex, marital status, sexual orientation, national origin, ancestry, age, or handicap. Decisions to hire are based solely upon a qualified applicant's ability to perform a job and upon dependability when hired. Mile High Youth Corps also provides "reasonable accommodations" to qualified persons with disabilities, in accordance with the Americans with Disabilities Act and applicable state and local laws. Any applicant requiring reasonable accommodation to the application and/or interview process should notify a representative of Mile High Youth Corps.*

Position Applied For: \_\_\_\_\_ Date: \_\_\_\_\_

Date You Will Be Available to Start Work: \_\_\_\_\_

**EACH QUESTION MUST BE ANSWERED FULLY AND ACCURATELY.**

### GENERAL INFORMATION

Name: \_\_\_\_\_ SS# \_\_\_\_\_  
(last) (first) (mi)

Mailing Address: \_\_\_\_\_  
(P.O. Box or number and street)  
\_\_\_\_\_  
(city) (state) (zip)

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Alternate Phone/Pager: (\_\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

How did you hear about Mile High Youth Corps? \_\_\_\_\_

Have you ever worked here before? ( ) Yes ( ) No Have you ever applied here before? ( ) Yes ( ) No

If yes when? \_\_\_\_\_ If yes, when? \_\_\_\_\_

*Immigration statement: Federal laws require that employers hire only individuals who are authorized to be lawfully employed in the US. In compliance with such laws, MHYC will verify the status of every individual offered employment with the company. All offers of employment are subject to verification of the applicant's identity and employment authorization, and it will be necessary for you to submit such documents upon employment.*

Can you submit proof of your work eligibility? ( ) Yes ( ) No

## EMPLOYMENT HISTORY

Please list your last 2 employers, full-time or part-time.

1.) Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(street) (city) (state) (zip)

Phone Number: (\_\_\_\_) \_\_\_\_\_ Job Title/Position: \_\_\_\_\_

Wage/Salary: \_\_\_\_\_ Dates of Employment: from \_\_\_\_\_ to \_\_\_\_\_

Responsibilities/Duties:  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

2.) Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(street) (city) (state) (zip)

Phone Number: (\_\_\_\_) \_\_\_\_\_ Job Title/Position: \_\_\_\_\_

Wage/Salary: \_\_\_\_\_ Dates of Employment: from \_\_\_\_\_ to \_\_\_\_\_

Responsibilities/Duties:  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

*Please explain any period of unemployment:*

From \_\_\_\_\_ to \_\_\_\_\_

Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## REFERENCES

Please provide us with the names and phone numbers of three references (not relatives) whom we can contact.

1.) Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

2.) Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

3.) Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

**GENERAL**

Have you, in the last 7 years, been convicted of a crime?    ( ) Yes    ( ) No  
*(A conviction will not automatically be a bar to employment. This information will be used only for job-related purposes and only to the extent permitted by applicable laws.)*

Is there anything that would prevent you from performing the essential job functions in a reasonable and safe manner for the position for which you have applied?  
*(Do not respond if you have not seen the job description for this position.)*  
( ) Yes    ( ) No

If yes, please explain the things you cannot do and describe how Mile High Youth Corps could help you accomplish the essential job functions for the position:

\_\_\_\_\_

Have you ever received an AmeriCorps Education Award or been enrolled in an AmeriCorps program before?  
If so, where?

\_\_\_\_\_

**EDUCATION AND TRAINING**

Have you earned your HS Diploma or GED?    ( ) Yes    ( ) No

Please describe your educational background using the chart below:

<b>SCHOOL</b>	<b>School Name / Complete Address</b>	<b>Course of Study (if any)</b>	<b>Dates Attended</b>	<b>Diploma or Degree Received (if any)</b>
<b>High School</b>				
<b>College / Vocational School</b>				

*Skills / Experience*

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Please describe other volunteer or community service experiences you have had in the past:

Do you have any other skills, licenses, certificates and/or other qualifications you wish to mention? Please list:

SHORT ANSWER QUESTIONS

1.) Please tell us why you want to become a member of Mile High Youth Corps:

2.) A major part of the Mile High Youth Corps program involves learning about the environment and the community. What would you like to learn? Why?

3.) What are your future career and education goals?

4.) In what ways do you feel personally ready to provide leadership within the community and among your peers?  
Please describe and use concrete examples:

5.) Commitment is an important value with Mile High Youth Corps. How will you draw on your personal experiences regarding commitment and apply those lessons to a term of service?

<b>READ BEFORE SIGNING</b>
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1. I affirm that all of the information provided in this application is true and accurate. I understand that the falsification of any information may be cause for immediate termination from Mile High Youth Corps in the event that I am hired.

2. If I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to admit such proof within the required time will result in termination of my employment.

3. In processing my application for employment, I authorize Mile High Youth Corps and/or its agents to verify all answers, statements and information provided by me. I hereby release Mile High Youth Corps from any and all liability for any damage whatsoever arising from investigating and verifying the referenced information.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Full Name (please print): \_\_\_\_\_

*If applicant is under the age of 18, please have parent or guardian sign below.*

I hereby give permission for the above named applicant to participate in the Mile High Youth Corps program.

Parent or Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_