



Channel 5 Public Broadcasting, Inc.
 1670 N. Virginia St., Reno, NV 89503
 (775) 784-4555 ~ FAX (775) 784-4555
www.knpb.org

Application for Employment

Please complete each section fully, as this will assure that appropriate information about your background, experience, and qualification is available for our consideration. In compliance with federal and state equal opportunity laws, qualified applicants are considered for employment without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, age, or disability.

IF HIRED, EMPLOYMENT IS AT-WILL (FOR NO FIXED TERM) AND THE COMPANY OR THE EMPLOYEE CAN TERMINATE EMPLOYMENT AT ANY TIME.

Date: _____

Position(s) applied for or type of work desired: _____

Applicant name: _____

Address: _____

Home Phone: _____ **Other Phone/Cell # :** _____

Type of employment desired: _____ full-time _____ part-time _____ temporary

Date you will be available to start work: _____

Are you able to meet the attendance requirements? _____ Yes _____ No

Do you have any objection to working overtime if necessary? _____ Yes _____ No

Can you travel if required by this position? _____ Yes _____ No

Have you ever been previously employed by our organization? _____ Yes _____ No

Can you submit proof of legal employment authorization and identity? _____ Yes _____ No

If you are under 18, can you furnish a work permit if it is required? _____ Yes _____ No

Have you ever been fired or asked to resign? _____ Yes _____ No

- If yes, please explain (firing will not automatically bar employment): _____

Have you ever been convicted of a felony, or within the past 10 years, a misdemeanor resulting in imprisonment? _____

(An affirmative response will not necessarily disqualify you from being considered as a candidate for employment.) If "yes", please explain: _____

How were you referred to us? _____

Employment History

Please provide all employment information for your past four employers starting with the most recent.

<p>Employer: _____ Position Held: _____ Address: _____ Telephone #: _____</p> <p>Immediate supervisor and title: _____</p> <p>Dates employed: from _____ to _____ Rate of Pay: _____</p> <p>Job summary: _____</p> <p>Reason for leaving: _____</p> <p>May we contact at this time? <input type="checkbox"/> yes <input type="checkbox"/> no (if no, give reason: _____)</p>
<p>Employer: _____ Position Held: _____</p> <p>Address: _____ Telephone #: _____</p> <p>Immediate supervisor and title: _____</p> <p>Dates employed: from _____ to _____ Rate of Pay: _____</p> <p>Job summary: _____</p> <p>Reason for leaving: _____</p>

Employer: _____ **Position Held:**

Address: _____ **Telephone #:**

Immediate supervisor and title:

Dates employed: from _____ to _____ **Rate of Pay:**

Job summary:

Reason for leaving:

Employer: _____ **Position Held:**

Address: _____ **Telephone #:**

Immediate supervisor and title:

Dates employed: from _____ to _____ **Rate of Pay:**

Job summary:

Reason for leaving:

Other Skills and Qualifications

Summarize any job-related training, skills, licenses, certificates, and/or other qualifications:

Educational History

List school name and location, number of years completed, course of study, and any degrees earned:

High School:

College:

Technical Training:

Other:

REFERENCES

Please list **three professional references** that are familiar with your work, who have worked directly with you, and who have known you for at least two years.

Name	Address	Phone	Relationship

APPLICANT'S STATEMENT

I hereby affirm that the information provided on this application (and resume, if any) is true and complete to the best of my knowledge. I also agree that any falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date.

I authorize a thorough investigation of my past employment and activities, agree to cooperate in such investigation and release from all liability or responsibility all persons and corporations requesting or supplying such information.

I understand that it is the policy of the Station that all employees are employed at the will of both the employee and the Station. This means the employee may quit at any time, for any reason or no reason, with or without notice. Similarly, the Station may terminate employment at any time, for any reason or no reason, with or without notice. There is no contractual promise or legal requirement by either the employee or the Station that employment will continue for any set period of time, or that your employment will be terminated only under particular circumstances or with particular notice. Any exception to this policy of employment-at-will may only be made in writing signed by the President/CEO of the Station. This policy is not modified by any statements, expressed or implied, contained in any employment statement, employee handbook, memoranda, policy, procedure, or other materials or statements provided to applicants or employees in connection with their employment. Nor is this policy modified by any oral statements or conduct, express or implied. This policy supersedes any and all written, oral or implied representations that are in any way inconsistent with it.

I understand that according to federal law, all individuals must, as a condition of employment, produce certain documentation to verify their identity and U.S. citizen status within

three (3) days of employment. As a consequence, I understand that any offer to employment would be contingent on my ability to produce the required documentation within the time period required by law.

Signature of applicant)

(Date)