

5403 Avenue N ♥ Rosenberg, Texas 77471 ♥ Phone 281-344-5100 ♥

Employment Application

Thank you for your interest in applying to Child Advocates of Fort Bend. Please tell us about yourself.

General Information

| | | | | |
|--|---------------|---|----------|--|
| Last Name | | First | Middle | |
| Address | | | Apt. No. | |
| City | | State | Zip Code | |
| How long have you lived at this address? | | If less than 7 years, please list your previous address below: (If you have more than one previous address, please attach a separate page) | | |
| Address | | | Apt. No. | |
| City | | State | Zip Code | |
| Telephone Number | - - | Mobile Number | - - | |
| E mail Address | Date of Birth | | - - | |

Employment History

Employment Status Full Time Part Time Retired

Student Unemployed Self-Employed

Current Employer/School: Phone Number: Occupation:

Please list your employment history, beginning with your current/most recent employer or attach an updated resume.
Note: CAFB will not contact your current employer without your consent.

| Organization | Title | Responsibilities | Dates | Reason for Leaving |
|--------------|-------|------------------|-------|--------------------|
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Volunteer Experience

Please list your volunteer activities, beginning with the most recent:

| Organization | Supervisor | Projects/Responsibilities | Dates | Reason for Leaving |
|--------------|------------|---------------------------|-------|--------------------|
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Please list any other current community activities and memberships in any clubs, churches, and other organizations.

- Languages Spoken English Spanish Other
- Fluency Level Elementary Limited Working Minimum Professional
- Full Professional Native or Bilingual

Education

- High School Diploma Some College College Degree
- Post Graduate Other

| School | Degree | Major | Dates |
|--------|--------|-------|-------|
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Licenses & Certifications

| School | License | Certification | Dates |
|--------|---------|---------------|-------|
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Personal Disclosure

How did you hear about Child Advocates of Fort Bend?

Why are you interested in working for Child Advocates of Fort Bend?

The work done at Child Advocates of Fort Bend involves advocacy and services for children who have been abused and are experiencing trauma. This can be triggering for people who have experienced abuse or neglect in their lives or in their family.

Are you comfortable working in this environment? Yes No

If selected for employment, are you willing to consent to a background check? Yes No

Driver License

All employees must have a valid driver's license and current automobile liability insurance for the state of Texas. Employees must provide the CAFB office with a copy of the most up-to-date liability insurance and a current driver's license in order to process your application.

I acknowledge the above. Yes

Applicant Name

Emergency Contact

Name

Relationship

Phone

Email

References: Please include 3 required reliable references. References should include professional, volunteer and personal required. An additional professional reference can substitute for the volunteer reference if no volunteer history.

| Name | Phone | Email |
|------|-------|-------|
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Employee Acknowledgement Form

I hereby certify that the information submitted in this application is correct and accurate to the best of my knowledge; and I authorize inquiries concerning my suitability as a CAFB employee. I understand that all the information will be held in strict confidence and used only for the purpose of determining my suitability as an employee.

I understand that all information provided to and obtained by CAFB will be held in the strictest of confidence.

Name (Please Print)

Signature

Date

Forms Checklist

- Employee Application
- Employee Acknowledgement Form Copy of
- Driver's License and Automobile Liability

Insurance