

NATIONWIDE GROUP

APPLICATION FOR EMPLOYMENT

Nationwide Group, a division of Nationwide Housing Corporation is an Equal Opportunity Employer
Prospective employees will receive consideration without discrimination because of race, creed, color,
sex, age, national origin, handicap, marital status, status with respect to receipt of public assistance,
or veteran status.

PERSONAL INFORMATION:

1. Name (First, Last, M.I.) _____
2. Other names you have used: _____
3. Present home address: _____

4. Home telephone: _____
5. Other telephone: _____
6. Position applied for: _____
7. Salary / Wage desired: _____
8. Are you legally eligible for employment in the United States: _____
9. Are you available for full-time work? _____ Part-time? _____
10. What hours are you available? _____
11. When will you be available to begin work? _____
12. Are you available for overtime if asked? _____
13. Are you willing to travel if required for the position? _____
14. Have you ever previously applied for employment with Nationwide?
If yes, when (month and year) _____
15. Do you have any physical limitations that would require accommodations
in the position you are applying for? _____

PERSONAL INFORMATION (continued):

16. Have you ever been bonded? _____

If yes, with what employers? _____

17. Do you have a valid driver's license? _____

18. How many days during the past year were you absent from work due to illness? _____

19. Have you ever been convicted of a felony? _____

EDUCATION

SCHOOL	NAME AND LOCATION	COURSE OF STUDY	YEARS COMP.	GRAD.	DEGREE OR DIPLOMA
High School					
Business or Vo-tech					
College or University					
Other					

Please list any special training or skills you have, including any professional or job-related licenses or certificates:

EMPLOYMENT

Please give an accurate, complete full-time and part-time employment history for the past ten years starting with your current or most recent employer.

EMPLOYER #1

Company name:	Telephone: ()
Address:	Employment dates: From: To:
Name of supervisor:	Salary / Wage Start: Last:
Job title & description of work:	Reason for leaving:

EMPLOYER #2

Company name:	Telephone: ()
Address:	Employment dates: From: To:
Name of supervisor:	Salary / Wage Start: Last:
Job title & description of work:	Reason for leaving:

EMPLOYER #3

Company name:	Telephone: ()
Address:	Employment dates: From: To:
Name of supervisor:	Salary / Wage Start: Last:
Job title & description of work:	Reason for leaving:

EMPLOYER #4

Company name:	Telephone: ()
Address:	Employment dates: From: To:
Name of supervisor:	Salary / Wage Start: Last:
Job title & description of work:	Reason for leaving:

We may contact the employers listed above unless you indicate those you do not want contacted.

DO NOT CONTACT

Employer: _____ Reason: _____

To the extent not disclosed above, have you ever been discharged or forced to resign from prior employment? If so, please describe the circumstances.

ACKNOWLEDGEMENT OF ACCURACY AND AT-WILL EMPLOYMENT

1. I swear that the information provided by me in this application is true and complete. I understand that if I have made any false or misleading representations in this application, I will not be hired. If the false or misleading representations are discovered after I have been hired, I understand that I may be terminated.
2. I acknowledge that the position I am applying for at Nationwide is an at-will position. I understand that if I am employed by Nationwide, I will be an employee-at-will, which means that I may be discharged for any reason, with or without cause. I also understand that nothing said to me by officers or employees of Nationwide can change my status as an employee-at-will. No one at Nationwide is authorized to enter into an employment contract for a specified period of time with me. In addition, I understand that the personnel policies and procedures which may be issued from time to time by Nationwide to its employees are not employment contracts and cannot be considered to be an offer of employment contracts.

Date: _____ **Signature of applicant:** _____