



Erie-Western PA Port Authority

1 Holland Street

Erie, PA 16507

(814) 455-7557

APPLICATION FOR EMPLOYMENT
 (Pre-Employment Questionnaire) (An Equal Opportunity Employer)

PERSONAL INFORMATION

DATE

NAME

LAST FIRST MIDDLE

PRESENT ADDRESS

STREET CITY STATE ZIP

PERMANENT ADDRESS

STREET CITY STATE ZIP

PHONE NO. **ARE YOU 18 YEARS OR OLDER?** Yes No

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS? Yes No

EMPLOYMENT DESIRED

POSITION **DATE YOU CAN START** **SALARY DESIRED**

ARE YOU EMPLOYED NOW? **IF SO MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?**

EVER APPLIED TO THIS COMPANY BEFORE? **WHERE?** **WHEN?**

REFERRED BY

EDUCATION	NAME AND LOCATION OF SCHOOL	*NO OF YEARS ATTENDED	*DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL				
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

GENERAL

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK

SPECIAL SKILLS

ACTIVITIES: (CMIC ATHLETIC ETC.)

EXCLUDE ORGANIZATIONS, THE NAME OF WHICH INDICATES THE RACE, CREED, SEX, AGE, MARITAL STATUS, COLOR OR NATION OF ORIGIN OF ITS MEMBERS.

U. S MILITARY OR NAVAL SERVICE

RANK

PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES

*This form has been revised to comply with the provisions of the Americans with Disabilities Act and the final regulations and interpretive guidance promulgated by the EEOC on July 26, 1991.

FORMER EMPLOYERS (LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST).

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

WHICH OF THESE JOBS DID YOU LIKE BEST?

WHAT DID YOU LIKE MOST ABOUT THIS JOB?

REFERENCES: GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

	NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
1				
2				
3				

Have you ever been convicted of a felony? No
 Yes (If "Yes" explain) Criminal convictions are not an absolute bar to employment, but will be considered in relation to specific job requirements.

PLEASE CAREFULLY READ THE FOLLOWING BEFORE SIGNING

I hereby affirm that the information provided on this application (and accompanying resume) is true and complete to the best of my knowledge and agree that 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. Further, I understand that employment is not for a stated period and can be terminated with or without cause at any time, with or without notice, at the option of either the Authority or employee.

I authorize persons, schools, my current employer (if applicable), previous employers and organizations named in this application (and accompanying resume, if any) to provide the Erie-Western PA Port Authority with any relevant information that may be required to arrive at an employment decision.

Fair Credit Reporting Act Pre-Notification

It is my understanding that in processing my application, investigative reports may be obtained. It is my further understanding that I may make a written request within a reasonable period of time for a complete disclosure of additional information concerning the nature and scope of the investigation.

DATE SIGNATURE

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY:

DATE:

REMARKS:

NEATNESS

ABILITY

HIRED: Yes No

POSITION

DEPT.

SALARY/WAGE

DATE REPORTING TO WORK

APPROVED:

1.

2.

3

EMPLOYMENT MANAGER

DEPT. HEAD

GENERAL MANAGER