

Please Print all information requested except signature

MARAVILLA FOUNDATION / SOUTHLAND ENERGY SYSTEMS  
APPLICATION FOR EMPLOYMENT

Date: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Current Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone # \_\_\_\_\_ Message # \_\_\_\_\_

Position Applying For: _____  How did you hear about us? _____	<b>Availability</b> Days/hours available to work	
	No Preference _____	Thurs. _____
	Mon. _____	Fri. _____
	Tues. _____	Sat. _____
	Wed. _____	Sun. _____

How many hours can you work weekly? \_\_\_\_\_ Can you work nights? \_\_\_\_\_

Employment Desired     Full Time Only     Part Time Only     Full – or Part Time

When are you available to start? \_\_\_\_\_

Educational Background

Name of School	Location	Number of Years Completed	Major & Degree

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Do you have a valid current Driver's License?  Yes  No

Note: if applying for a position within the company that requires driving, you must possess a clean driving record within the last 3 years. A DMV Print-out will need to be provided for all driving positions. Human Resources Manager will inform you when to submit the DMV Print-out.

Are you fluent in any languages other than English?  Yes  No

If yes, which languages? \_\_\_\_\_

Are you able to perform the essential functions of the job either with or without reasonable accommodation?  
 Yes  No

**Please list two references other than relatives or previous employers.**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Position: \_\_\_\_\_

Company: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone # \_\_\_\_\_

Telephone # \_\_\_\_\_

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.


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**Work Experience/Military Experience** Please list your work experience and or Military Experience for the past five years beginning with your most recent employment or Military Service held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name of employer Address	Name of last supervisor	Employment Dates	
City State, Zip Code Phone Number		From  To	
		Your last job title:	
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked for this company.			

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City State, Zip Code Phone Number		From  To	
		Your last job title:	
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked for this company.			

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May we contact your present/previous employers?       Yes       No

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**Please read carefully**

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by Maravilla Foundation (hereinafter called "The Company"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of the company, or otherwise to change in any respect the employment – at –will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the President/General Manager of the Company. Both the undersigned and the company may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Company may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contact.

I also understand that (1) the Company has a drug and alcohol policy that provides for pre-employment testing as well as testing after employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job related physical examinations.

I understand that, in connection with the routine processing of your employment application, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Company, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

I further understand that my employment with the Company shall be on a trial for a period of 6 months, and further that at any time during this trial period or thereafter, my employment relation with the Company is terminable at will for any reason by either party.

Signature of applicant \_\_\_\_\_ Date: \_\_\_\_\_

This Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Company depends solely on your qualifications.

Thank you for completing this application form and for your interest in our business.

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