



Elder Grove School

1532 S 64th St West
Billings, MT 59106
406-656-2893

Employment Application

APPLICANT INFORMATION

Last Name		First		M.I.		Date	
Street Address					Apartment/Unit #		
City			State			ZIP	
Phone			E-mail Address				
Date Available			Social Security No.			Desired Salary	
Position Applied for							
Are you a citizen of the United States?	YES ☐	NO ☐	If no, are you authorized to work in the U.S.?		YES ☐	NO ☐	
Have you ever worked for this company?	YES ☐	NO ☐	If so, when?				
Have you ever been convicted of a felony?	YES ☐	NO ☐	If yes, explain				

EDUCATION

High School				Address			
From		To		Did you graduate?	YES ☐	NO ☐	Degree
College				Address			
From		To		Did you graduate?	YES ☐	NO ☐	Degree
Other				Address			
From		To		Did you graduate?	YES ☐	NO ☐	Degree

REFERENCES

Please list three professional references.

Full Name			Relationship		
Company			Phone		
Address					
Full Name			Relationship		
Company			Phone		
Address					
Full Name			Relationship		
Company			Phone		
Address					

PREVIOUS EMPLOYMENT			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES ☐ NO ☐			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES ☐ NO ☐			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES ☐ NO ☐			

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	

DISCLAIMER AND SIGNATURE	
I certify that my answers are true and complete to the best of my knowledge.	
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.	
Signature	Date

Please mail to Elder Grove School or email to goltz@eldergrove.k12.mt.us