



**PLEASE PRINT**  
**Application for Employment**

Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Other PA Counties where you lived/worked in the last 5 years (do not include Dauphin County):

\_\_\_\_\_

Home Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

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

Position applying for? \_\_\_\_\_ Full or Part Time \_\_\_\_\_

How did you hear about the opening? \_\_\_\_\_

Do you have friends or family members employed here? If yes Who: \_\_\_\_\_

Have you ever worked here before? If yes, identify position and dates of employment: \_\_\_\_\_

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**Education:**

High School: Name and Address: \_\_\_\_\_  
Major course of Study: \_\_\_\_\_  
Graduated or GED: \_\_\_\_\_

College or Trade School: Name and Address: \_\_\_\_\_  
Major course of Study: \_\_\_\_\_  
Degree Obtained: \_\_\_\_\_

List any other special training/apprenticeships or honors: \_\_\_\_\_

**Employment History:**

Name and Address of Employer \_\_\_\_\_  
Dates Employed \_\_\_\_\_ Position \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_  
May we contact? \_\_\_\_\_

Name and Address of Employer \_\_\_\_\_  
Dates Employed \_\_\_\_\_ Position \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_  
May we contact? \_\_\_\_\_

Name and Address of Employer \_\_\_\_\_  
Dates Employed \_\_\_\_\_ Position \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_  
May we contact? \_\_\_\_\_

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**References:** Please list 2 Work Related references and 1 Personal reference:

Name \_\_\_\_\_ Company \_\_\_\_\_  
Title \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_  
Phone Number \_\_\_\_\_ Years Known \_\_\_\_\_

Name \_\_\_\_\_ Company \_\_\_\_\_  
Title \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_  
Phone Number \_\_\_\_\_ Years Known \_\_\_\_\_

Name \_\_\_\_\_ Company \_\_\_\_\_  
Title \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_  
Phone Number \_\_\_\_\_ Years Known \_\_\_\_\_

I understand that a drug test or criminal background check may be required as condition of employment.

I understand that nothing on this application is intended to create or imply a contractual relationship. If hired, I understand that employment is at-will, i.e., that it is not for any specific time period or duration, and can be terminated by me or by Vision Resources of Central Pennsylvania with or without reason at any time. While employment policies or procedures may change for time to time, only a written agreement signed by the company’s executive director/president can change the employee’s at-will status.

By signing this form I am giving my permission to Vision Resources of Central Pennsylvania to contact the references provided, to conduct drug testing & criminal background check, and stating that the information that I have provided in this application and on my resume, if any, are correct and accurate to the best of my knowledge.

Date \_\_\_\_\_ Signature \_\_\_\_\_

***Vision Resources of Central Pennsylvania is an Equal Opportunity Employer  
Vision Resources of Central Pennsylvania  
1130 South 19<sup>th</sup> Street; Harrisburg, PA 17104***