



10795 Hammerly Blvd.
Houston TX, 77043
Phone No (713) 692-6221
Fax No (713) 699-6370
www.goodwillhouston.org

EMPLOYMENT APPLICATION

It is the policy of Goodwill Industries of Houston to provide equal opportunity for all applicants for employment regardless of political affiliation, race, color, national origin, age, sex, religious creed or disability. Applicants may request any reasonable accommodation(s) to participate in the application process.

PLEASE PRINT CLEARLY (If any information is missing or incorrect your application may be rejected.)

Name (Last)	(First)	(Middle)	Date Of Application
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Home Address	City	State	Zip Code
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Home Number:	Social Security No
Alternate Number:	

Have you ever been known by another name? Yes No If yes, please indicate:

Position Applying for	Date available for employment?	Salary Required	Location Preference
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Are you available to work? <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Weekends	Please check which days you are available to work? <input type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday
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• Are you currently employed? Yes No

• Are you legally eligible for employment in the United States? Yes No
Proof of employment authorization will be required upon employment.

• Have you ever been employed by Goodwill Industries of Houston? Yes No
If yes, please indicate date of employment _____ Department _____

• Do you have any relatives who are employed by Goodwill Industries of Houston? Yes No
If yes, please complete: Name _____ Relationship: _____
Department Employed: _____ Location: _____

• Are you willing to work in an organization where there is no smoking throughout the facility at any time? Yes No

• If the job requires, do you have the appropriate valid driver's license? Yes No
If yes, please indicate: DL#: _____ Type: _____ State Issued: _____

Have you ever been convicted of or plead guilty, no contest, or received deferred adjudication for any criminal offense (include misdemeanors and felonies)? Answering "yes" will not automatically bar you from employment, if "yes", please indicate the information requested below. If you need additional space, please attach separate sheet.	<input type="checkbox"/> YES <input type="checkbox"/> NO
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CHARGE	DATE	CITY/STATE	DISPOSITION

REFERRAL SOURCE

Job Line
 Texas Workforce Commission
 Walk in
 Job Fair
 Newspaper/ Ad
 Employee Referral: _____
 Other: _____

EDUCATION AND TRAINING

	High School	College	Graduate School	Business/Trade School
Name of School				
Location of School				
Circle Highest Year Complete	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Degree Obtained				
Graduation Date				
Major/Minor				

EXPERIENCE

Any Special Training/Skills/Qualifications: _____

 Do you know any foreign language?
 Yes
 No
 If yes, please specify: _____

EMPLOYMENT HISTORY

Please complete and do not indicate "Refer to Resume". A complete employment application is required with or without a resume. List all current and former employment for the last 10 years, beginning with the most recent. Include self employment, volunteer experience and periods of unemployment. If you need additional space, please attach separate sheet.

Employer	Dates of Employment		Work Performed/Job Duties
	From: Month/Year	To: Month / Year	
Address		City & State	Zip Code
Employer's Telephone Number(s)		Starting Salary	Ending Salary
Reason for leaving			
Position Job Title		Supervisors Name	
Employer	Dates of Employment		Work Performed/Job Duties
	From: Month/Year	To: Month / Year	
Address		City & State	Zip Code
Employer's Telephone Number(s)		Starting Salary	Ending Salary
Reason for leaving			
Position Job Title		Supervisor Name	
Employer	Dates of Employment		Work Performed/Job Duties
	From: Month/Year	To: Month / Year	
Address		City & State	Zip Code
Employer's Telephone Number(s)		Starting Salary	Ending Salary
Reason for leaving			
Position Job Title		Supervisor Name	

