

# APPLICATION FOR FACULTY POSITION



Edgewood College  
1000 Edgewood College Drive  
Madison, WI 53711  
608-663-2294

Position Applying for \_\_\_\_\_

Type of Employment Desired:

- Full-time     Part-time     Day  
 Evening

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## PERSONAL INFORMATION

NAME

DATE

LAST

FIRST

MIDDLE

ADDRESS

STREET

CITY

STATE

ZIP CODE

PHONE NUMBER: DAY:

EMAIL:

EVENING:

ARE YOU 18 YEARS OR OLDER? YES  NO

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Are you a U.S. citizen or otherwise currently authorized to obtain lawful employment in this country? YES  NO

Have you ever been convicted by a court of law, fined, or forfeited collateral for breach or violation of any law, police, or traffic regulation other than minor traffic violation? (Note: drunken driving, reckless driving, hit-run driving, etc. are **not** minor traffic violations.) YES  NO

If yes, provide further information as to the offense(s) – date, location of court, and so forth. If the job you are applying for requires you to operate a motor vehicle, include traffic convictions.

Edgewood College is an equal opportunity employer and does not discriminate on the basis of race, source of income, sexual orientation, national origin, religion, age, sex, disability, or other basis prohibited by applicable local, state, or federal fair employment laws or regulations. Applicants with a disability may request accommodations needed in the application and/or interview process.

I hereby consent to the duly authorized representative(s) of Edgewood College to contact any of my former employers, any of the educational institutions that I have attended, and any other person or organizations I have listed which might have information relevant to my application for employment. I further consent to those persons or organizations divulging relevant information to Edgewood College, notwithstanding that it might otherwise be confidential. I understand that any information obtained by Edgewood College in the course of those contacts will be treated in the strictest of confidence.

I certify that all statements made on this form are true and accurate to the best of my knowledge. I understand that consideration of this application and the continuation of any subsequent employment depends upon the truth and accuracy of this information.

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

Applicant's Name (print or type): \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Please submit a copy of your resume/curriculum vitae to the Human Resources Office, if you have not already done so. Keep us advised of any changes in your address, interest, or availability.

The following information is not necessary, *only* if the information is included on the resume submitted.

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## EDUCATION AND TRAINING

Describe any other training you consider relevant to the position for which you are applying.

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## ACADEMIC EXPERIENCE

(List all academic positions held starting with most recent)

Institution \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_

Full-time    Part-time

Rank/Position/Title: \_\_\_\_\_

Name and Title of Immediate Supervisor: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

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Institution \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_

Full-time    Part-time

Rank/Position/Title: \_\_\_\_\_

Name and Title of Immediate Supervisor: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

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## RELEVANT NON-ACADEMIC EXPERIENCE

(List all non-academic positions held, starting with the most recent)

Previous Employer \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_

Full-time    Part-time

Rank/Position/Title: \_\_\_\_\_

Name and Title of Immediate Supervisor: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

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Previous Employer \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_

Full-time    Part-time

Rank/Position/Title: \_\_\_\_\_

Name and Title of Immediate Supervisor: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

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If additional space is needed, a supplemental page may be attached.

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## LICENSES AND CERTIFICATIONS

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