

Date:

222 University Ave

PO Box 1964

Williston, ND 58802-1964

701.609.5681

https://gnwec.org/

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Position applying for:

**Personal Information**

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PO Box 730

Williston, ND 58802

**(208) 216-6618**

908 411 Ave NE

Walford City, ND 58854

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

Address:

Address/PO Box

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City State Zip

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

Driver’s License? □Yes □No

Emergency contact:

□ I authorize GNWEC to contact my listed references and previous employers

Initial here \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***References (3)***

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

Phone number: Email: \_

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

Phone number: Email: \_

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

Phone number: Email: \_

# Document Checklist

* Resume/CV
* Driver’s license/Government issued **ID**

***Criminal Record Background Check***

Please be aware that all persons offered a position with GNWEC *may* be required to complete *some* or *all* of the following, prior to being able to begin work:

* Criminal History Check
* Central Background Registry with Child Care Division
* ND Court search
* Proof of eligibility to work in the United States
* TB Test
* Occupational Health Screen
* Department of Motor Vehicles Check
* Child/Infant CPR/First Aid Certification/AED
* Transcripts and/or diplomas/licenses (teacher positions)

I understand that employment is contingent upon successful completion of the results of GNWEC background check. I fully understand that any misrepresentation of the foregoing information may be grounds for non- employment or dismissal.

Signature Date