



Buffalo Municipal Housing Authority

Application for Employment

Equal access to programs, services and employment is available to all persons. Those applicants requiring accommodation to the application and/or interview process should notify a representative of the Human Resource Department.

PLEASE RETURN COMPLETED APPLICATIONS TO: BMHA, HR DEPT, 300 PERRY STREET, BUFFALO NEW YORK 14204

Please print

Page 1 Of 2

Position applied for _____ Date of application ___/___/___

Name _____ Social Security # ___-___-___

Address _____ Last First Middle City _____ State _____ Zip _____

Telephone# () _____ Mobile/Cell phone: () _____ email address: _____

If you are under 18, and it is required, can you furnish a work permit? YES NO
 If no, please explain _____

Have you ever been employed here before? YES NO
 If yes, give the date(s) and position(s) _____

Are you legally eligible for employment in this country? YES NO

Date available for work ___/___/___

Type of employment desired: Full-time Temporary Seasonal

Are you able to meet the job requirements of this position? YES NO
 If no, please explain: _____

Driver's license number if driving is an essential job function _____ State _____

Employment History: Provide the following information of your past four (4) employers, assignments or volunteer activities, starting with the most recent.

Are you currently employed? [] Y or [] N If you are currently employed, may we contact your current employer? [] Y or [] N

Name of Employer: _____ Name of Supervisor: _____
 Business Type: _____ Telephone Number: _____
 Address: _____ City, state, zip: _____
 Length of Employment (Include Dates): _____ Position & Duties: _____
 Reason for Leaving: _____ May we contact this employer for references? [] Y or [] N
 Hourly rate/salary \$ _____

Start Date _____ End Date _____

Name of Employer: _____ Name of Supervisor: _____
 Business Type: _____ Telephone Number: _____
 Address: _____ City, state, zip: _____
 Length of Employment (Include Dates): _____ Position & Duties: _____
 Reason for Leaving: _____ May we contact this employer for references? [] Y or [] N
 Hourly rate/salary \$ _____

Start Date _____ End Date _____	
Name of Employer: _____	Name of Supervisor: _____
Business Type: _____	Telephone Number: _____
Address: _____	City, state, zip: _____
Length of Employment (Include Dates): _____	Position & Duties: _____
Reason for Leaving: _____	May we contact this employer for references? <input type="checkbox"/> Y or <input type="checkbox"/> N
Hourly rate/salary \$ _____	

Start Date _____ End Date _____	
Name of Employer: _____	Name of Supervisor: _____
Business Type: _____	Telephone Number: _____
Address: _____	City, state, zip: _____
Length of Employment (Include Dates): _____	Position & Duties: _____
Reason for Leaving: _____	May we contact this employer for references? <input type="checkbox"/> Y or <input type="checkbox"/> N
Hourly rate/salary \$ _____	

Education:	Name/Location	Number of years completed	Did you Graduate Y/N	Course of Study
	High School			
	College			
	Other			

Skills & Qualifications: Summarize any training, skills, licenses or certificates you currently possess _____

References: (Please list 3 personal or professional references)

Name	Address/City State Zip	Telephone	How long have you known them
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Applicant Statement: I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct. I understand any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) cancel further consideration of this application or (ii) immediately discharge me from the employer's services, whenever it is discovered. I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employers, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing this information about me. I understand that the employer does not unlawfully discriminate in employment and no question on the application is used for the purpose of limiting or executing any application for consideration for employment on the basis prohibited by applicable local, state or federal law. I understand that this application remains on file for a period of one year. At the conclusion of that time, if I have not heard from the employer and wish to still be considered for employment, it will be necessary for me to reapply. If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the right to terminate my employment at any time, with or without prior notice as may be required by law. This application does not constitute an agreement for employment or contract for employment for specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing expressed language are valid unless they are in writing and signed by the employers executive director. I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the US and that federal investigation laws require me to complete an I-9 in this regard.

DO NOT SIGN THIS APPLICATION, UNTIL YOU HAVE READ THE ABOVE STATEMENT
 I CERTIFY, THAT I HAVE READ AND I FULLY UNDERSTAND AND ACCEPT ALL TERMS OF THE FOREGOING APPLICANT STATEMENT

Signature of the Applicant _____ Date _____
 Rev 07/13 Buffalo Municipal Housing Authority - Form #HR027