

EMPLOYMENT HISTORY

Please provide an accurate and complete record of your employment history. Start with your most recent or present employer first. You may include any verifiable work performed on a volunteer basis.

Company Name	Address	Phone Number
Position held	Dates of employment	
Description of duties	Salary	Reason for leaving
Name and title of Supervisor	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	

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AGREEMENT & AUTHORIZATION FOR RELEASE OF INFORMATION

I certify that the information that I have provided in this application, supporting documentation and employment interviews is true, correct and complete. I authorize Wheaton College, and its employees, to investigate and verify any information contained in this application or supporting documentation, including verification of my past and present employment and verification of education record. I authorize any previous or current employer or educational institution listed on this application or supporting documentation to release such information to Wheaton College in connection with this application. I release from liability any persons or companies furnishing such information, and further release Wheaton College from liability associated with any uses it may make thereof. In addition, I understand that an offer of employment or continued employment is expressly conditioned upon satisfactory results of a pre-employment physical examination (when applicable), criminal history check (when applicable), driver's history check, and a verification of educational record, certifications and/or licenses. An offer of employment may be further conditioned on meeting certain special requirements of the position for which I have applied. I further understand that false answers, statements or omission of facts on this application or supporting documentation shall be grounds for denial of employment or immediate discharge.

I understand and agree that in the event that I am employed by Wheaton College, such employment is for no specific period of time but is on an at-will basis, and may be terminated at any time without previous notice or stated reason by either me or Wheaton College.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal and civil liability.

I hereby acknowledge that I have read, understand and consent to the above statements.

Signature: _____ Date: _____

In accordance with Federal regulations and in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Wheaton College publishes an annual Campus Security Report, which provides information about campus safety and security programs and crime statistics. A copy of this report can be obtained from the Human Resources office.

Wheaton College is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of race, color, creed, handicap, national/ethnic origin, age, genetic information, religion, sex, sexual orientation, disability, Vietnam-era veteran, special disabled veteran or on the basis of any other legally protected category covered by federal, state or local law.