



**Application for Employment**  
 Phone: (425) 562-8840 Fax: 425-649-0752  
 Email: [HR@LifeWire.org](mailto:HR@LifeWire.org)

**Contact and Other Important Information**

Position applying for:	How did you learn about this opening?
Last name:	First name:
Phone number:	E-mail address:
Looking for a <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temporary position (check one)	
Will visa or immigration status prevent lawful employment? <input type="checkbox"/> Yes <input type="checkbox"/> No (Proof of right to work in the U.S. required if hired.)	
Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, employment is subject to minimum legal age requirements.)	
Have you been convicted of a felony or released from prison in the past 10 years for an offense that may reasonably relate to the duties of the position to which you are applying? (A conviction may not necessarily disqualify you for the position.) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate the date and nature of the offense:	
Have you previously applied to or been employed by LifeWire (or Eastside Domestic Violence Program)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when and for what position?	

**Education Information**

Level of Study	School and Location (City, State)	# Years Completed	If graduated – Degree earned?
High School or GED			
Undergraduate Studies			
Graduate Studies			
Other Relevant Training / Licenses			

**Other Skills and Relevant Experience**

Proficient at:  Word  Excel  Outlook  PowerPoint  Other \_\_\_\_\_

List Human Services systems with which you are experienced, if any (e.g. HMIS, etc.) \_\_\_\_\_

Describe other skills and experience related to the position you are seeking – including fluency in languages spoken and/or written if related to the opening and relevant volunteer experience:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Professional References**

List four persons, other than relatives, who we may contact about your work experience.

Name of Reference	How Known/Relationship	Contact Information (Phone and email)

**EQUAL OPPORTUNITY EMPLOYER**

**Employment Experience** (Complete this section even if you have provided a resume)

Please list your employment history below beginning with the most recent employer, include U.S. military service.

Employer \_\_\_\_\_ City/State \_\_\_\_\_ Website: \_\_\_\_\_

Position Held \_\_\_\_\_ Supervisor \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Duties \_\_\_\_\_

Employer \_\_\_\_\_ City/State \_\_\_\_\_ Website: \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Duties \_\_\_\_\_

Employer \_\_\_\_\_ City/State \_\_\_\_\_ Website: \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Duties \_\_\_\_\_

Employer \_\_\_\_\_ City/State \_\_\_\_\_ Website: \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Duties \_\_\_\_\_

I certify that the information given by me is true and complete to the best of my knowledge, and I understand that if any false or misleading information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed by LifeWire, my employment may be immediately terminated.

I expressly authorize, without reservation, LifeWire, its representatives, employees, and agents to investigate all statements contained in this application, to request information about me from previous employers, educational institutions, and references and to verify the accuracy of all information provided by me to LifeWire in this application, resume, interview(s) or otherwise. I expressly authorize previous employers to provide information and opinions concerning my work and work habits. Further, I release all parties and persons connected with any requests for information from all claims, liabilities, and damages for whatever reason, arising out of furnishing any information. If employed, I release LifeWire from any liability for future references it may provide regarding my work history with LifeWire.

Due to the large number of applications that LifeWire receives, I understand the organization cannot guarantee that my application will be considered for any or all open positions they may have or that my application will be considered for any specific time.

In the event of employment, I understand that I am required to abide by all current and subsequently issued rules and regulations of LifeWire and that my employment may be terminated, at any time, with or without notice, by either party.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date