



Alabama Community College System

APPLICATION FOR EMPLOYMENT

Bevill State Community College

Application No. _____

Position Information	Title of position for which you are applying: _____		Date of Application	
	Last Name _____		First Name _____	
Personal Information	Address _____		City _____	
	State _____		Zip _____	
	Contact Information			
	Phone: Home _____		Work _____	
Secondary and Postsecondary Education	School/College _____		Dates Attended From / To _____	
	High School/ GED _____		Major _____	
	College _____		Minor _____	
	College _____		Degree(s) Earned _____	
	College _____		_____	
	Other (Specify) _____		_____	
Additional Information	Are you currently employed or have you been employed within the last twelve months at an Alabama Community College System college? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list the name of the college(s): _____			
	Please list most recent employment experience first.			
Employment History	Employer _____		Telephone Number _____	
	Address _____		Dates of Employment _____	
	Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time		Hourly Rate/Salary _____	
	Reason for Leaving _____		_____	

Employment History (Continued)	Employer	Telephone Number	Job Duties
	Address	Dates of Employment	
	Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
	Reason for Leaving		
Employment History (Continued)	Employer	Telephone Number	Job Duties
	Address	Dates of Employment	
	Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
	Reason for Leaving		
Employment History (Continued)	Employer	Telephone Number	Job Duties
	Address	Dates of Employment	
	Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
	Reason for Leaving		
Employment History (Continued)	Employer	Telephone Number	Job Duties
	Address	Dates of Employment	
	Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
	Reason for Leaving		

May we contact your current employer?

Yes No

Skills, Awards, Certificates or Professional Activities	

References	Please list three references, other than relatives, who can provide information verifying qualifications, character, or work experience.		
	Name and Title	Address	Phone Number
Family Relationship	For the purposes of disclosure, relative includes the following: spouse, dependent, adult child and his or her spouse, parent, spouse's parents, sibling and his or her spouse.		
	Are you a relative of any employee in the Alabama Community College system, or any member of the ACCS Board of Trustees? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	If yes, list the name(s), relationship, and employer/position of relative(s):		
Felony Conviction(s)	Have you ever been convicted of or pled no contest or guilty to any felony or any crime involving theft, dishonesty, violence, or sexual misconduct? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	If yes, explain below:		
Consent Agreement	I represent and warrant that the information I have given on this application is full and true to the best of my knowledge and belief. I further acknowledge that I understand that I must provide documented verification of education, experience, and required certifications and/or licensures. And further, I represent and warrant that I have answered fully and truthfully all questions regarding criminal convictions/records. I understand that any offer of employment is contingent upon a satisfactory criminal background investigation and I hereby authorize my employing authority within the Alabama Community College System and/or its assigns to conduct a criminal background history investigation. I understand that in the event a conviction for a felony or any crime involving moral turpitude is found that the procedures set out in the guidelines for ACCS 623.01 will be followed. I further understand that I will be responsible for the cost of said criminal background check. I hereby expressly request, and give permission to, former employers and any persons who may have pertinent information concerning this application to furnish such information to college officials. I agree to hold such persons harmless, and I do hereby release them from any and all liability for damage of any nature whatsoever for furnishing such information. I understand that failure to provide full and true information on this application may result in disqualification or dismissal.		
	Signature of Applicant _____		Date _____

Are you a member of the Alabama Community College System Applicant Pool? Yes No

Bevill State Community College
Attention Human Resources
1411 Indiana Avenue
Jasper, AL 35501
(205) 387-0511 ext. 5784

It is the policy of the Alabama Community College System, including all institutions under the control of the Alabama Community College System Board of Trustees, that no person shall, on the grounds of race, color, disability, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity or employment. Bevill State Community College will make reasonable accommodations for qualified disabled applicants or employees.