



# Community Television of Santa Cruz County

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## APPLICATION FOR EMPLOYMENT

|   |  |   |       |       |
|---|--|---|-------|-------|
| <p style="text-align: center; margin: 0;"><b>POSITION TITLE</b></p> <p>_____</p> <p>1. Applications are only accepted for specific current positions.</p> <p>2. A SEPARATE application is required for each application.</p> <p>3. Please PRINT with ink or type.</p>   | <p>Name (last, first, middle) _____</p> <p>Address (no. and street) _____</p> <p>City _____ State _____ Zip _____</p> <p>Home Phone _____ Business Phone _____ Message Phone _____</p> <p>SS# _____ Email _____</p> <p>Do you have a High School diploma or GED? <input type="checkbox"/> Yes <input type="checkbox"/> No      Are you age 18 or older? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>                           |   |       |       |
| <p>Do you possess a valid drivers license? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Issuing State _____ License Number _____ Expiration Date ___/___/___ License Class _____ (C is standard)</p>   |  |   |       |       |
| <p>Are you a citizen of the United States or do you have a legal right to work in the United States? (Written proof of citizenship or right to work will be required at time of hire.)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>  | <p><b>BILINGUAL LANGUAGE SKILLS:</b></p> <p>Language _____ Language _____</p> <p><input type="checkbox"/> Speak <input type="checkbox"/> Speak</p> <p><input type="checkbox"/> Write <input type="checkbox"/> Write</p> <p><input type="checkbox"/> Translate <input type="checkbox"/> Translate</p>   | <p><b>OFFICE SKILLS</b></p> <p>Typing _____ wpm</p> <p>Computer _____</p> <p>Other _____</p> <p>Are you able to lift 50 lbs? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> |       |       |
| <p>Have you ever been convicted of a felony or misdemeanor, or been on parole or probation? You may omit any offense rendered Final in a juvenile court, under a youth offender law, or marijuana-related offense listed in California Labor Code Section 432.8. If Yes, you must list all convictions since your 18th birthday on an attached sheet. Include offense, date and place of conviction. (A Yes answer will not automatically disqualify you from employment.)</p> <p style="text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> | <p>Check type(s) of work schedule(s) you will accept. You will be considered only for the schedule(s) you selected. Do not check those you are unwilling to accept.</p> <p><input type="checkbox"/> Full-time    <input type="checkbox"/> Part-Time    <input type="checkbox"/> Temporary    <input type="checkbox"/> On-Call</p> <p>Are you willing to work nights and weekends? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> |   |       |       |
| <p><b>EDUCATION</b>      circle highest grade completed 1 2 3 4 5 6 7 8 9 10 11 12      college 1 2 3 4      grad 1 2</p>   |  |   |       |       |
|   | Name of school and location  | Degree or Diploma   | Major | Minor |
| College or University   |  |   |       |       |
| College or University   |  |   |       |       |
| College or University   |  |   |       |       |
| Graduate  |  |   |       |       |
| Graduate  |  |   |       |       |
| Other   |  |   |       |       |
| Professional Schools or Licenses  |  |   |       |       |
| <p><b>An Equal Opportunity/Affirmative Action Employer - Protected Classes are Encouraged to Apply</b></p> <p>Protected classes include: People of African American, Hispanic, Latino, Asian and Native American origin; women, people with disabilities; and anyone over the age of forty.</p>   |  |   |       |       |

**EMPLOYMENT RECORD** COMPLETE IN FULL (List MOST RECENT experience FIRST - Unclude US Armed Services, volunteer work, periods of unemployment)  
 Include any further employment experience under ADDITIONAL EXPERIENCE.

This section must be completed; resumes may be submitted in addition.

May we contact your present employer?  Yes  No

| Employer              | Dates/Salary Information |            |                     |        | Responsibilities |
|-----------------------|--------------------------|------------|---------------------|--------|------------------|
| Firm Name and Address | From                     | to         | Total Yrs. Employed |        |                  |
|                       | Month Year               | Month Year | Years               | Months |                  |
|                       |                          |            |                     |        |                  |
| Type of business      | Hours worked per week    |            |                     |        |                  |
| Immediate supervisor  | Salary                   | Start:     |                     |        |                  |
|                       |                          | Last:      |                     |        |                  |

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|-----------------------|--------------------------|------------|---------------------|--------|------------------|
| Firm Name and Address | From                     | to         | Total Yrs. Employed |        |                  |
|                       | Month Year               | Month Year | Years               | Months |                  |
|                       |                          |            |                     |        |                  |
| Type of business      | Hours worked per week    |            |                     |        |                  |
| Immediate supervisor  | Salary                   | Start:     |                     |        |                  |
|                       |                          | Last:      |                     |        |                  |

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| Firm Name and Address | From                     | to         | Total Yrs. Employed |        |                  |
|                       | Month Year               | Month Year | Years               | Months |                  |
|                       |                          |            |                     |        |                  |
| Type of business      | Hours worked per week    |            |                     |        |                  |
| Immediate supervisor  | Salary                   | Start:     |                     |        |                  |
|                       |                          | Last:      |                     |        |                  |

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|                       | Month Year               | Month Year | Years               | Months |                  |
|                       |                          |            |                     |        |                  |
| Type of business      | Hours worked per week    |            |                     |        |                  |
| Immediate supervisor  | Salary                   | Start:     |                     |        |                  |
|                       |                          | Last:      |                     |        |                  |

Agreement: I understand that any misrepresentation or deliberate omission in my application may be justification for termination or refusal of employment. I also authorize employers, schools, persons named in this application to give any information regarding my qualifications and character. I hereby release said employers, schools, persons, and CTV from any liability for damages for receiving or releasing information. I further agree to be fingerprinted and to furnish proof of citizenship or right to work.

Signature \_\_\_\_\_

Date \_\_\_\_\_



Why do you want to work for CTV?

**References**

Please provide a minimum of three references. Include contact information.