



Boulder Surgery Center
4740 Pearl Parkway • Boulder, CO 80301

Employment Application

Personal Information

Last	First	MI	Home Phone	Mobile Phone
Street Address		City	State	Zip
Email				
Are you entitled to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you 18 or older? <input type="checkbox"/> Yes <input type="checkbox"/> No		If no, can you furnish a work permit if required?
What position are you applying for?		How did you hear about this position?		
How many hours can you work weekly?		Can you work overtime?		
Expected Hourly?Salary Rate	Date Available	Have you ever applied or been employed with Boulder Surgery Center before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when?		

Prior Work Experience

	Current or Most Recent	Prior	Prior
Employer Name			
Address			
City, State, Zip			
Telephone #			
Name & Title of Supervisor			
Dates of Employment	From To	From To	From To
Position/Job Title			
Reason for Leaving			
May We Contact	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been asked to resign from a position as a result of a policy violation?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:		

Skills and Qualifications

List applicable training, skills, licenses/certificates			
Computer Skills	MS Word <input type="checkbox"/> Yes <input type="checkbox"/> No	MS PowerPoint <input type="checkbox"/> Yes <input type="checkbox"/> No	Internet <input type="checkbox"/> Yes <input type="checkbox"/> No
	MS Excel <input type="checkbox"/> Yes <input type="checkbox"/> No	MS Outlook <input type="checkbox"/> Yes <input type="checkbox"/> No	Other:
List accomplishments, publications, awards, etc.			

Education

	Name/Location	Years Completed				Degree	Major or Emphasis
		9	10	11	12		
High School							
College/University		1	2	3	4		
Trade School							
Other							

Professional References

Please provide three professional references who are NOT related to you. If not applicable, list three school or personal references who are NOT related to you.

	Reference 1	Reference 2	Reference 3
Name			
Address			
City, State, Zip			
Telephone #			
Email			
Relationship to You			
# of Years Known			

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 that any information provided by me that is found 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 service, 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 employer, 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 such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

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 same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specific 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 express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Applicant Signature: _____

Date: _____