

# TROY UNIVERSITY



## APPLICATION FOR EMPLOYMENT FACULTY / PROFESSIONAL STAFF

- Campus:**  Troy, Human Resources, Troy, AL 36082 (334) 670-3710  
 Dothan, Human Resources, P.O. Box 8368, Dothan, AL 36304 (334) 983-6556 X 208  
 Montgomery, Human Resources, P.O. Drawer 4419, Montgomery, AL 36103 (334) 241-9524  
 Phenix City, Human Resources, Troy, AL 36082 (334) 670-3710  
 University College, Human Resources, Troy, AL 36082 (334) 670-3616

### PERSONAL DATA

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_

Telephone: (\_\_\_\_) (\_\_\_\_)  
Area Code Home Area Code Other

Email: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Indicate the position for which you are applying: \_\_\_\_\_

### EMPLOYMENT HISTORY

List in order beginning with current or most recent employment. Attach pages if necessary.  
A separate employment history may be attached in lieu of completing this section.

May we contact this employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

Employer (Name and Address)	Employed (Mo/Yr) From: To:	Salary	
		Start	End
Telephone	Supervisor:	Your Job Title	

Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

Employer (Name and Address)	Employed (Mo/Yr) From: To:	Salary	
		Start	End
Telephone	Supervisor:	Your Job Title	

Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

Employer (Name and Address)	Employed (Mo/Yr) From: To:	Salary	
		Start	End
Telephone	Supervisor:	Your Job Title	

Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

Employer (Name and Address)	Employed (Mo/Yr) From: To:	Salary	
		Start	End
Telephone	Supervisor:	Your Job Title	
Duties			
Reason for Leaving			

**EDUCATIONAL DATA**

School Name	Address, City, State, and Zip	Years Completed	Degree, Major, or Type of Course Work
College/University			
Graduate			
Graduate			
Other			

**GENERAL INFORMATION**

Have you ever been convicted of a criminal offense? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 (A conviction will not necessarily result in the denial of employment.)  
 If yes, please describe: \_\_\_\_\_

Have you previously applied for employment with Troy University?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, what position? \_\_\_\_\_

Have you previously been employed by Troy University or its affiliates?  
 \_\_\_\_\_ No If yes, when and where? \_\_\_\_\_

Are you related to anyone currently employed by Troy University?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, who? \_\_\_\_\_

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? \_\_\_\_\_ Yes \_\_\_\_\_ No

**AGREEMENT (Please read the following statements carefully)**

I hereby affirm that the information provided on this application (and submitted resume, if any) is true and complete to the best of my knowledge.

I authorize Troy University to inquire, as deemed necessary, of information pertaining to my previous employment, education, criminal background, credit history, and any other job related information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date