



LOS ALAMOS  
**COMMERCE AND DEVELOPMENT**  
 CORPORATION

## Application For Employment

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Date of Application \_\_\_\_\_

Are you legally eligible to work in the United States?  Yes  No

Are you at least 18 years of age?  Yes  No

Type of employment preferred  Full-time  Part-time  Temporary

What position are you applying for? \_\_\_\_\_

If hired, when can you start? \_\_\_\_\_

Do you possess a valid New Mexico Driver's License?  Yes  No

Have you ever been convicted of a felony?  Yes  No If yes, please explain \_\_\_\_\_

\_\_\_\_\_

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**Education**

High School		Years Completed	Did you graduate?
Trade School	Field of Study	Years Completed	Did you graduate?
College	Field of Study	Years Completed	Degree received
Postgraduate	Field of Study	Years Completed	Degree received

Skills and Qualifications - Summarize any special training, skills, licenses, certificates and/or characteristics relevant to performing the functions of the position for which you are applying.

**Employment History**

List your previous employers, starting with the most recent. Explain any gaps in employment in the comments section below. Attach additional pages if extra space is needed.

Employer	Telephone	Dates of Employment		Starting Rate of Pay	
		From	To	\$	Per
Address				Ending Rate of Pay	
				\$	Per
Job Title		Reason for leaving			

Summarize the nature of the work performed and the job responsibilities

Immediate Supervisor and Title

May we contact for reference?  Yes  No  Later

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		From	To	\$	Per
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Immediate Supervisor and Title

May we contact for reference?  Yes  No  Later

Comments

### Volunteer Experience

### References

List the names and telephone numbers of three business/work references who are not listed above as previous supervisors. If not applicable, list three school or personal references.

Name	Telephone number	Years known
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Name	Telephone number	Years known
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Name	Telephone number	Years known
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I authorize Los Alamos Commerce and Development Corporation to obtain information about me from my previous employers.

If offered employment with LACDC, I agree to provide proof of eligibility for employment in the United States *and* my social security card.

My answers on this application are true and complete. I understand that if I am hired, any false or incomplete statements in the application may be grounds for immediate discharge.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_