



L.E. Fletcher Technical Community College
310 St. Charles St.
Houma, LA 70360

EMPLOYMENT APPLICATION

Date: _____

Thank you for your interest in employment at L.E. Fletcher Technical Community College. **Your application will be retained for 90 days from the date received.** You may update your application during that time and you may be required to provide copies of certificates, transcripts, etc. Persons offered employment will need to document their eligibility to work in the United States. The application and supporting documents will become the property of L.E. Fletcher Technical Community College.

Type or print in ink the application form completely. If questions are not applicable, enter "N/A". Do not leave questions blank.

RESUMES ARE REQUIRED.

LAST NAME	FIRST NAME	MIDDLE NAME	MAIDEN NAME OR OTHER NAME

PRESENT ADDRESS (CITY, STATE, ZIP CODE)			

HOME PH. NUMBER	WORK PH. NUMBER	SOCIAL SECURITY NUMBER	
_____	_____	_____	

EDUCATION

Please list your education, beginning with your highest degree earned.
 Please provide copies of college transcripts.

Institution Attended	Location	Date	Degree	Major

Other Education _____

Military Training _____

Are you now a licensed or certified member of a profession or trade? Yes _____ No _____
 Type of license or certificate: _____
 State, Number, Year: _____
 List licenses or certifications that you possess: _____

Position that you are applying for _____

If applying for a faculty position please indicate if you are applying for full-time or part-time (adjunct) employment.
 Full-Time Part-Time
 Subjects that you are qualified to teach: _____

Have you ever worked for any agency in the State of Louisiana? Yes _____ No _____
 If yes, is this a direct transfer without a break in service? Yes _____ No _____

Have you ever been on probation or sentenced to jail/prison as a result of a felony conviction or guilty plea?
 If yes, list offense(s), year, state, and sentence. Yes _____ No _____

WORK HISTORY
PROVIDE RESUME WITH RELEVANT WORK HISTORY

Professional Activities

List affiliations with professional or other resource organizations, honors received, publications, lectures, travel, work products, etc., as they may relate to the position to which you are applying. Affiliations which identify your race, ethnicity, gender or religion may be omitted. (if more space is needed, use attachments clearly labeled in the same format.)

REFERENCES: Names and addresses of people who are familiar with your previous educational and/or employment experience whom we may contact:

<u>Name of Reference</u>	<u>Relationship</u>	<u>Mailing Address of Reference (with zip code)</u>	<u>Phone Number</u>
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PLEASE READ CAREFULLY AND SIGN BELOW:

The information and answers I have included in this application are true and correct to the best of my knowledge. I understand that omitting or misrepresenting any information required for this application will result in L.E. Fletcher Technical Community College's rejection of my application, or termination of my employment.

I authorize L.E. Fletcher Technical Community College to investigate my references, work record, police record, education, or any other matters relating to my suitability for employment. I also authorize my former employers to provide L.E. Fletcher Technical Community College with this information.

I understand that neither filing this application nor being granted an interview will create an employment contract between me and L.E. Fletcher Technical Community College.

Signature

Date

Are you related by blood or marriage to any employees of L.E. Fletcher Technical Community College? Yes No

If yes, list name, dept., and relationship _____

THANK YOU FOR YOUR INTEREST IN L.E. FLETCHER TECHNICAL COMMUNITY COLLEGE

*Member of the Louisiana Community & Technical College System
Accredited by the Accrediting Commission of the Council on Occupational Education
EQUAL OPPORTUNITY EMPLOYER*

APPLICANT EEO DATA FORM

Voluntary Applicant Information

L.E. Fletcher Technical Community College requests the data below so we may comply with federal Equal Employment Opportunity (EEO) Law requirements. The information is strictly **VOLUNTARY** and in no way influences employment prospects.

Ethnic Origin:

Hispanic or Latino Non-Hispanic or Non-Latino

Race: (Please check all that apply)

White Asian
 American Indian / Alaskan Native Black or African American
 Native Hawaiian or Other Pacific Islander Other: _____

Gender:

Date of Birth: _____

Male Female

How did you find out about this job?

Fletcher Website Paper Announcement at Agency Newspaper Ad
 Flier Career Fair Word of Mouth
 Other: _____