



ALABAMA COLLEGE SYSTEM

APPLICATION NO. _____

APPLICATION FOR EMPLOYMENT

MARION MILITARY INSTITUTE

Position Information	Title of position for which you are applying: _____	Date of Application

Personal Information	Last Name	First Name	Middle Initial	Social Security Number	
	Address		City	State	ZIP
	<i>Contact Information</i>				
Phone	Home	Work	Cell	E-mail Address	

Secondary and Postsecondary Education		School/College	Dates Attended From/To	Major	Minor	Degree(s) Earned
	High School/ GED					
	College					
	College					
	College					
	Other (Specify)					

Employment History	Please list most recent employment experience first. This section must be completed regardless of whether you submit a resume.		
	Employer	Telephone Number	Job Duties
	Address	Dates of Employment	
	Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
	Reason for Leaving	Supervisor	

Employment History (Continued)

Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	
Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title	Hourly Rate/Salary	
Reason for Leaving	Supervisor	
Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving		
Employer	Telephone Number	Job Duties
Address		
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	
Attach additional page if needed.		

May we contact your current employer? Yes No Are you a member of the applicant pool? Yes No

Skills, Certifications, Awards or Professional Activities

References	Please list three reliable references, other than relatives, who can provide information verifying qualifications, character, or work experience.		

Felony Conviction(s)	Have you ever been convicted of or pled no contest or guilty to any felony or any crime involving theft, dishonesty, violence, or sexual misconduct? <input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, explain below: _____

Consent Agreement	I represent and warrant that the information I have given on this application is full and true to the best of my knowledge and belief. I further acknowledge that I understand that I must provide documented verification of education, experience, and required certifications and/or licensures. And further, I represent and warrant that I have answered fully and truthfully all questions regarding criminal convictions/records. I hereby expressly request, and give permission to, former employers and any persons who may have pertinent information concerning this application to furnish such information to college officials. I agree to hold such persons harmless, and I do hereby release them from any and all liability for damage of any nature whatsoever for furnishing such information. I understand that failure to provide full and true information on this application may result in disqualification or dismissal.	
	_____	_____
	Signature of Applicant	Date

Return to: Marion Military Institute
 Human Resources Office
 1101 Washington Street
 Marion, Alabama 36756
 334-683-2363

Applications must be filled out in its entirety. Incomplete applications will not be considered.

Applicants chosen for employment will be required to submit a non-refundable standard background check fee in the amount of \$13.00. In some instances, state fees may apply; applicants are responsible for all charges associated with the criminal background check.

It is the policy of the Alabama Department of Postsecondary Education including all postsecondary institutions under the control of the Alabama State Board of Education, that no person shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. (Each institution will make reasonable accommodations for qualified disabled applicants or employees.)

