

## Application for Employment

All applicants for a position are considered without regard to race, color, religion, handicap, sex, marital status, veteran status, age, height, weight, or any other protected status, except as is allowed under the adopted Affirmative Action Policy of the organization and in compliance with legal requirements.

Under Michigan law, disabled employees and applicants may request an accommodation of their disability by notifying the employer in writing of the need for an accommodation within 182 days of the date the disabled individual knows or should know that an accommodation is needed.

**Return to:** Human Resources/MEA  
1350 Kendale Blvd.  
East Lansing, Michigan 48823

Date of application \_\_\_\_\_

Positions applied for \_\_\_\_\_

Referral source:

- Advertisement     Friend     Relative  
 Posting notice     Other \_\_\_\_\_

## Personal

Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle initial \_\_\_\_\_

Address \_\_\_\_\_ Apt./Lot no. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Home phone ( \_\_\_\_\_ ) \_\_\_\_\_ Work phone ( \_\_\_\_\_ ) \_\_\_\_\_

E-mail address \_\_\_\_\_

Social Security number:    -   -

Are you 18 years of age or older? .....  Yes     No

Are you now employed? .....  Yes     No

Have you been employed by MEA, MESSA and/or MEA Financial Services in the past? .....  Yes     No

If yes, give dates of employment and name(s) of supervisor(s): \_\_\_\_\_

Are you a veteran of the U.S. military service? .....  Yes     No

Are you authorized to work in the United States? .....  Yes     No

Have you ever been convicted of a crime? .....  Yes     No

If yes, where, when and nature of offense \_\_\_\_\_

Are there any felony charges currently pending against you? .....  Yes     No

Do you have a valid driver's license? .....  Yes     No

If yes, give license number \_\_\_\_\_ State \_\_\_\_\_

List any relatives who are currently employed by MEA, MESSA or MEA Financial Services.

\_\_\_\_\_

\_\_\_\_\_



# Employment

Provide accurate, complete information on your full-time and part-time employment history, starting with your most recent or present employer. If more room is needed, there is space on the back, or use a separate sheet and submit with this application. If you are providing a resumé, submit with this form.

Name of current company/employer \_\_\_\_\_

Address \_\_\_\_\_

Name & title of immediate supervisor \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Employment dates: from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Starting pay \$ \_\_\_\_\_ per hour/week Ending or current pay \$ \_\_\_\_\_ per hour/week

Job title and description of work performed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_ May we contact this employer?  Yes\*  No

---

Name of previous company/employer \_\_\_\_\_

Address \_\_\_\_\_

Name & title of immediate supervisor \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Employment dates: from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Starting pay \$ \_\_\_\_\_ per hour/week Ending or current pay \$ \_\_\_\_\_ per hour/week

Job title and description of work performed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_ May we contact this employer?  Yes\*  No

---

Name of previous company/employer \_\_\_\_\_

Address \_\_\_\_\_

Name & title of immediate supervisor \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Employment dates: from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Starting pay \$ \_\_\_\_\_ per hour/week Ending or current pay \$ \_\_\_\_\_ per hour/week

Job title and description of work performed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_ May we contact this employer?  Yes\*  No

---

Name of previous company/employer \_\_\_\_\_

Address \_\_\_\_\_

Name & title of immediate supervisor \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Employment dates: from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Starting pay \$ \_\_\_\_\_ per hour/week Ending or current pay \$ \_\_\_\_\_ per hour/week

Job title and description of work performed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_ May we contact this employer?  Yes\*  No

---

*\* See next page*

