



UNIVERSITY  
of MOBILE

## APPLICATION FOR STAFF POSITION

University of Mobile  
5735 College Parkway  
Mobile, Alabama 3663-2842

The University of Mobile does not unlawfully discriminate on the basis of race, color, sex, national or ethnic origin, disability, genetic information, veteran status, or age in the administration or application of its educational programs and policies, admissions policies, employment policies, scholarship and loan programs and athletic and University-administered programs. Under federal law, the university may exercise religious preferences in employment in order to fulfill its mission and purpose. All employees of the University of Mobile are employees "at will." No official of the University of Mobile has the right to make any oral employment agreement with any applicant or employee or to make a commitment for a contract of employment for a definite duration. All faculty or other employment letters of agreement are valid ONLY if in writing and signed by the President of the University of Mobile or his designee.

(Please Print Plainly) Date of Application \_\_\_\_\_

Name \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE)

Present Address \_\_\_\_\_  
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)

Permanent Address \_\_\_\_\_  
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)

Home Telephone Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ E-mail: \_\_\_\_\_  
Cell Phone Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Are you legally authorized to work in the United States full-time and for all employers? \_\_\_\_\_

Position Desired: \_\_\_\_\_ Minimum Salary Requirements \_\_\_\_\_

*All relevant items below must be completed.*

### EDUCATION

COLLEGE / UNIVERSITY	MAJOR SUBJECT	DATES ATTENDED	DEGREES EARNED
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### AWARDS/HONORS/CERTIFICATES

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### TRANSCRIPTS (If desired position requires a specific level of educational attainment)

- \_\_\_\_\_ I have provided *copies* of transcripts, but agree to provide *original* transcripts within 30 days, if employed.
- \_\_\_\_\_ I have provided with this application *original* transcripts (which bear the seal of the school) for all graduate work.

**EMPLOYMENT HISTORY** (most recent listed first)

Employer	Address	Position/Title	Inclusive Dates	Salary

**EXPERIENCE WITH WORKPLACE TECHNOLOGY**


**PUBLIC SERVICE AND COMMUNITY INTERESTS**


**RELIGIOUS AFFILIATION**

Denominational Preference \_\_\_\_\_ Member of \_\_\_\_\_

\_\_\_\_\_

**REFERENCES** (Include name, address, telephone [email address if known] for four references, at least one of whom is familiar with your religious activities)

Name	Address	City	State	Zip code	Telephone / Email

Have you ever been convicted of a felony? \_\_\_\_\_

yes no

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

My signature certifies that the information in this application is true and correct. I understand that false entries are grounds for refusal to hire and discharge. I have read the Mission Statement and the Statement of Christian Affirmation of the University of Mobile and understand that it is assumed that employees of the University of Mobile demonstrate a Christian commitment and lifestyle consistent with the statements and principles found therein. I understand an offer of employment is contingent upon the positive outcome of a background check.

Signature of Applicant \_\_\_\_\_

Date signed \_\_\_\_\_