



Apply for a Position

Thank you for considering a career at Productive Alternatives! The success of Productive Alternatives is directly tied to the incredible people who work here. We strive to identify talented, compassionate people who have a deep desire to improve the lives of the individuals we serve. Together we have been transforming lives since 1959.

Application for Employment

Position Applying For _____

Location _____

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Are you 18 years of age or older?

Yes No

If hired, can you provide written evidence that you are authorized to work in the US?

Yes No

Have you ever been employed here before?

No Yes (when): _____

Desired Salary _____

What type of work are you looking for?

Full-Time Part-Time Flexible

Start Date _____

How did you find out about the position?

Newspaper

Indeed

Minnesota Works

Friend, word of mouth

Website

Social Media

Other _____

EMPLOYMENT RECORD

List below present and past employers, beginning with the most recent.

1.

Dates From _____ to _____

Employer: _____

Address: _____ City _____ St _____ Zip _____

Supervisor: _____ May we contact? Yes No

Job Duties & Responsibilities _____

Reason for Leaving: _____

2.

Dates From _____ to _____

Employer: _____

Address: _____ City _____ St _____ Zip _____

Supervisor: _____ May we contact? ___ Yes ___ No

Job Duties & Responsibilities _____

Reason for Leaving: _____

3.

Dates From _____ to _____

Employer: _____

Address: _____ City _____ St _____ Zip _____

Supervisor: _____ May we contact? ___ Yes ___ No

Job Duties & Responsibilities _____

Reason for Leaving: _____

4.

Dates From _____ to _____

Employer: _____

Address: _____ City _____ St _____ Zip _____

Supervisor: _____ May we contact? Yes No

Job Duties & Responsibilities _____

Reason for Leaving: _____

EDUCATION

High School Name _____

City, State _____

High School Diploma Yes No

College Name _____

City, State _____

Degree/Major _____

College Name _____

City, State _____

Degree/Major _____

Skills & Talents : _____

Is there anything else you would like us to know? _____

REFERENCES

Name: _____ Address _____

City _____ State _____ Zip _____

Phone _____ Years Known _____

Name: _____ Address _____

City _____ State _____ Zip _____

Phone _____ Years Known _____

Name: _____ Address _____

City _____ State _____ Zip _____

Phone _____ Years Known _____

Electronic Signature

Date

Productive Alternatives does not discriminate in hiring or employment on the basis of race, color, religion, national origin, age, sex, disability, or any other basis on which discrimination is prohibited by federal, state, or local laws.