



Kentucky Housing Corporation

1231 Louisville Rd., Frankfort, KY 40601-6191
(502) 564-7630, (800) 633-8896, TTY/V (800) 648-6056/6057, Fax (502) 564-5708
www.kyhousing.org

Application for Employment

Please print or type all information.

Date of Application _____

Name _____
Last First Middle

Business phone (_____) _____ Home phone (_____) _____

Position(s) applying for 1. _____ Salary expected \$ _____ per year
2. _____ Salary expected \$ _____ per year

If not applying for a specific position, type of work desired _____

Skills and qualifications _____

Are you available to work: Full-Time Part-Time Temporary

Will you work overtime if necessary? Yes No

On what date would you be available to start work? _____

APPLICANT DATA RECORD

PERSONAL

Name _____
First
Middle
Last

Present Address _____
Street

City
State
Zip

Previous Address (if less than two years at present address) _____
Street

City
State
Zip

Have you been convicted of a crime or misdemeanor in the last five years (excluding violations and summary offenses)? Yes No

If yes, please explain. _____

Have you previously applied for employment with Kentucky Housing Corporation? Yes No

If yes, when and for what position? _____

EDUCATION

Type of School	Name & Address of School	Highest Grade Completed	Did you Graduate?	Type of Degree Received	Course of Study
High School			<input type="checkbox"/> Yes <input type="checkbox"/> No		
College (undergraduate)			<input type="checkbox"/> Yes <input type="checkbox"/> No		
College (undergraduate)			<input type="checkbox"/> Yes <input type="checkbox"/> No		
College (graduate)			<input type="checkbox"/> Yes <input type="checkbox"/> No		
Business or Trade			<input type="checkbox"/> Yes <input type="checkbox"/> No		
Other			<input type="checkbox"/> Yes <input type="checkbox"/> No		

MILITARY SERVICE

Have you ever served in the Armed Forces of the United States? Yes No

If yes, which branch? _____ Type of discharge _____

Rank at discharge _____ Reserve status (if applicable) _____

EMPLOYMENT

(List in order, present or most recent employment first. Account for all unemployed periods.)

From	To	Employer	Position	Salary
Address				Phone
Supervisor		Reason for leaving	May we contact employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Describe your duties				
From	To	Employer	Position	Salary
Address				Phone
Supervisor		Reason for leaving	May we contact employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Describe your duties				
From	To	Employer	Position	Salary
Address				Phone
Supervisor		Reason for leaving	May we contact employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Describe your duties				
From	To	Employer	Position	Salary
Address				Phone
Supervisor		Reason for leaving	May we contact employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Describe your duties				

PERSONAL REFERENCES (Exclude past employers or relatives.)

Name	Address	Bus. Phone	Home Phone	Occupation

PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

Name	Address	Bus. Phone	Home Phone	Relationship

EMPLOYMENT RIGHTS

Kentucky Housing Corporation does not discriminate against any employee or applicant for employment because of race, color, religion, gender, age, national origin, disability or familial status and all other categories protected by federal, state and local antidiscrimination laws.

In connection with your application, you are advised as provided by the Fair Credit Reporting Act that a routine investigation may be made which may include, but is not limited to, academic, residential, achievement, performance, attendance, disciplinary, employment history, criminal history record information and financial and credit information. Upon your written request, additional information regarding the nature and scope of the report will be provided.

CERTIFICATION AND AGREEMENT *(Please read carefully before signing.)*

The facts set forth in this application are true and complete, and I authorize Kentucky Housing Corporation to make such investigations and verifications of data as it deems necessary, including obtaining a written investigative credit report and criminal history record information. I authorize custodians of records and other sources of information pertaining to me to release such information upon request of Kentucky Housing Corporation regardless of any previous agreement to the contrary.

I understand that employment at Kentucky Housing Corporation is "at will," which means that either I or Kentucky Housing Corporation can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I understand that no supervisor, manager or executive of Kentucky Housing Corporation, other than the chief executive officer, has any authority to enter into a contract for employment.

Signature of Applicant

Date

***PROOF OF LEGAL ELIGIBILITY FOR EMPLOYMENT IN THE U.S.
WILL BE REQUIRED UPON EMPLOYMENT.***

Voluntary Information

You are under no obligation to answer the questions below but may do so if you wish. In no way will your application be affected by your decision.

Date of birth: _____

Gender: Female Male

Marital Status: Single Married Separated Divorced Widowed

Ethnic Self-Identification

Are you of Hispanic, Latino or of Spanish origin? (Definition: A person of Cuban, Mexican, Puerto Rican, Central American or other Spanish culture or origin, regardless of race.)

Yes No

Race Self-Identification

Please read the descriptions, then mark one or more races to indicate what you consider yourself to be.

- American Indian or Alaska Native -- A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.
- Asian -- A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Phillipine Islands, Thailand and Vietnam.
- Black or African American -- A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or -- A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islander islands.
- White -- A person having origins in any of the original peoples of Europe, the Middle East or North Africa.