



500 Kennedy Dr.
Rangely, CO 81648

2801 West 9th
Craig, CO 81625

800.562.1105
www.cncc.edu

APPLICATION FOR EXEMPT EMPLOYMENT

APPLICANT INFORMATION			
Last Name:		First:	M.I.: Date :
Street Address:			Apartment/Unit #:
City:		State:	ZIP:
Phone:		E-mail Address:	
Date Available:		Social Security No.:	Desired Salary:
Position Applied for:			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain

EDUCATION (TRANSCRIPTS MUST BE SUBMITTED AND INCLUDE VOCATIONAL CREDENTIALS IF APPROPRIATE)			
College:		Address:	
From:	To:	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree:
Graduate:		Address	
From:	To:	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree:
Other:		Address	
From:	To:	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree:

REFERENCES	
<i>Please list three professional references.</i>	
Full Name:	Relationship:
Company:	Phone: ()
Address:	
Full Name:	Relationship:
Company:	Phone: ()
Address:	
Full Name:	Relationship:
Company:	Phone: ()

Address:

PREVIOUS EMPLOYMENT (LIST MOST RECENT FIRST)

Company:

Phone: ()

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO

Company:

Phone: ()

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO

Company:

Phone: ()

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO

SPECIAL SKILLS (PLEASE PROVIDE SPECIALS SKILLS OR ABILITIES WHICH RELATE TO THE JOB)

If not listed above:

DISCLAIMER AND SIGNATURE

I am aware that this application is considered open records as per Colorado Law. All of the statements made in this application are true, complete and correct to the best of my knowledge and belief, and are made in good faith. My signature below authorizes the college to conduct employment references. In the even of employment, I understand that false or misleading information given in my application, employment records, or interview(s) may result in dismissal.

Signature:

Date:

Equal Opportunity Statement

Colorado Northwestern Community College does not discriminate on the basis of race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy. CNCC is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and Colorado State laws, regulations, and executive orders regarding non-discrimination and affirmative action.

Colorado Northwestern Community College Equal Employment and Affirmative Action Program

Type or Print in Blue or Black Ink Only

Position Applying For: _____ FT PT (Circle One)

Date Available: _____ Today's Date: _____

Please return completed application to:

Colorado Northwestern Community
College Office of Human Resources
Human.resources@cnc.edu

For more information:

Phone: 970-675-3335 in Rangely
Phone: 970-824-1136 in Craig

Demographic Information: *Please complete the information below. The information is important for our diversity recruitment, but is voluntary and will be kept separate from your application materials.*

What is your gender? Female Male No Response

Ethnicity: African American American Indian/Alaskan Native
Asian Caucasian Hispanic/Latino Native Hawaiian/Pacific Islander

Are you a citizen of the United States Yes No

Are you disabled? Yes No

Veteran? Yes No If Yes, where and when? _____

Disabled Veteran Yes No

Are you over the age of 40 years? Yes No

Please tell us where you heard about this position: _____

Please attach the completed form in an email and send it to:

human.resources@cnc.edu