

Community Based Employment Initiative Preliminary Application

(Note: **USE THIS AS YOUR FAX COVER PAGE**)

FAX TO: **ATTENTION: Robert Caldwell**; FAX #: **(614) 409-0001**

Include a copy of your **Driver's License** or **State ID**

From: _____
CBEI Applicant Name

Referred BY: _____ / _____
(If applicable) **Name** **Organization**

Second Chances + Better Choices = A Good Employment Opportunity!

The Center for Urban Poverty Solutions & World Wide Business Services has launched a **Community Based Employment Initiative** to give people who are ready to work hard, learn some new skills and put their lives on a track for long term employment.

It doesn't matter what you have done in the past, **IT ONLY MATTERS THAT YOU ARE WILLING TO WORK HARD FOR YOUR FUTURE.**

The Community-Based Employment Initiative offers:

- **Pre-Employment Soft Skills Training**
- **Employment Placement**
- **Employer specified vocational training**
- **Ongoing Life Coaching**
- **Personal & Professional Development Classes**

World Wide Business Services is a Staffing Agency that works with employers throughout Central Ohio to match enthusiastic hard working individuals with employment opportunities. While **WE DO NOT GUARANTEE EMPLOYMENT**, we will work to match you with employment opportunities based on your qualifications and interests.

NO WALK-INS. YOU WILL BE CONTACTED TO SCHEDULE AN INTERVIEW

DRUG TESTING REQUIRED

ALL APPLICANTS WILL BE DRUG TESTED PRIOR TO EMPLOYMENT AT THEIR OWN EXPENSE AND FULLY REIMBURSED UPON COMPLETION OF PRE-EMPLOYMENT TRAINING AND EMPLOYMENT PLACEMENT. (Est. costs \$50). DETAILS WILL BE PROVIDED.

Community Based Employment Initiative Preliminary Application

First Name: _____ Last Name: _____

EMAIL ADDRESS: _____ (REQUIRED)

Address: _____ City/State: _____ Zip: _____

Preferred Phone: (____) - _____ DOB: _____ M / F? _____

Referred By: _____ Organization: _____

1. Are you looking for Full-Time or Part-Time Employment?
2. Can you work (*Check all that apply*) 1st Shift 2nd Shift 3rd Shift
3. Are you able to do moderate physical labor (i.e. lift 40lbs, climb step ladders)? YES NO
4. What date are you available to begin work? _____ (*mm/dd/yy*)
5. Do you have:
 - a. A valid Driver's License? YES NO
 - b. Your Own Transportation? YES NO
6. Are you currently employed? YES NO
 - a. If NO, Have you ever been employed? YES NO
 - b. If YES, who was your last employer? _____ How long? _____
7. Have you been laid off or fired from a job in the past 24 months? YES NO
Are you currently receiving Unemployment? YES NO
8. Have you applied for work with another Staffing Agency in the past 24 months? YES NO
If Yes, What Agency? _____
9. Have you been convicted of a felony in the past **(2) Years?** YES NO . When? _____
(Most backgrounds accepted-ask for details)
10. Have you ever been drug tested? YES NO **Note: All applicants must pass a drug test before employment and may be randomly tested while employed through WWBS**

FAMILY SITUATION

11. Married Single Divorced
12. Do you have any children that you are responsible for? YES NO

EDUCATIONAL BACKGROUND

13. Last Grade Completed: _____ HS Diploma: GED: College Degree:

Community Based Employment Initiative Preliminary Application

HEALTH STATUS

14. Do you smoke? YES NO

15. Do you have any health issues or physical disabilities that would require support in order for you to work effectively? YES NO

If Yes, Explain _____

EMPLOYMENT EXPERIENCE

16. Are you currently working? YES NO

If Yes, Company Name: _____ How Long? _____

17. What are your (3) most recent jobs? (If Applicable)

1. Company _____ Position: _____ How Long: _____

2. Company _____ Position: _____ How Long: _____

3. Company _____ Position: _____ How Long: _____

EMPLOYMENT INTERESTS

18. What type of work are you most interested in?

19. What specialized training or certifications do you have? (Attach Copies)

20. Do you need childcare services? YES NO

Sign _____ **Date:** _____

By signing you are acknowledging that the information provided is true. If employed by WWBS, providing false information is grounds for termination.

IF YOU ARE INVITED TO COMPLETE A FULL APPLICATION you will need to have to following:

- Driver's License or State ID
 Soc. Security Card
 Franklin County Background Check within past 30 days (BCI Background Checks may also be required)