

Job Application

New Kensington Community Development Corporation (NKCDC)

2771 Ruth St, Suite 1, Philadelphia PA 19134

215-427-0350 | www.nkcdc.org | HR@nkcdc.org

NKCDC is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

Please fill out all of the sections below:

Applicant Information

Applicant Name: _____

Address: _____

City, State & Zip Code: _____

Telephone Number: _____

Email Address: _____

Date of Application: _____

Employment Position

Position(s) applying for: **Commercial Corridor Steward (full time)**

How did you hear about this position? _____

What days are you available for work? _____

What hours or shift are you available for work? _____

On what date can you start working if you are hired? _____

Hourly rate desired: _____

Personal Information

Have you ever applied to work for NKCDC before? Yes No

If yes, when? _____

Do you have any friends, relatives or acquaintances working for NKCDC? Yes No

If yes, state name & relationship: _____

Are you 18 years of age or older? Yes No

Do you live in Kensington? (19134, 19133, 19122, 19125 zip codes) Yes No

Do you have a valid US driver's license? (Note: Not Required) Yes No

Job Skills / Qualifications

Please list below the skills and qualifications you possess for the position for which you are applying:

(Note: NKCDC complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions).

Education & Training

High School or Equivalent *(leave blank if none)*

Name	Location (City, State)	Year Graduated	Degree Earned

Vocational School/Specialized Training *(leave blank if none)*

Name	Location (City, State)	Year Graduated	Degree Earned

College/University *(leave blank if none)*

Name	Location (City, State)	Year Graduated	Degree Earned

Military

Are you a member of the Armed Services? _____

How many years did you serve in the military? _____

What military skills do you possess that would be an asset for this position?

Previous Employment

Employer Name

Job Title:

Supervisor Name:

Employer Address:

City, State & Zip Code:

Employer Telephone:

Dates Employed:

Reason for Leaving:

Employer Name

Job Title:

Supervisor Name:

Employer Address:

City, State & Zip Code:

Employer Telephone:

Dates Employed:

Reason for Leaving:

Employer Name

Job Title:

Supervisor Name:

Employer Address:

City, State & Zip Code:

Employer Telephone:

Dates Employed:

Reason for Leaving:

Employer Name

Job Title:

Supervisor Name:

Employer Address:

City, State & Zip Code:

Employer Telephone:

Dates Employed: _____
Reason for Leaving: _____

References

Please provide 3 professional reference(s) who have known you for at least 2 years below:

Reference Name & Relationship	Contact Information

Additional Information

Are you comfortable walking with a push-cart short or long distances?

Are you fluent in any languages other than English? (If yes, please list language and level of fluency):

At-Will Employment

If hired, the relationship between you and NKCDC is referred to as “employment at will.” This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or NKCDC. No representative of NKCDC has authority to enter into any agreement contrary to the foregoing “employment at will” relationship. You understand that if hired, your employment will be “at will,” and you acknowledge that no oral or written statements or representations regarding your employment can alter your employment at-will status, except for a written statement signed by you and our Executive Director.

All information provided in this application is an accurate, true, and complete representation to the best of my understanding.

Applicant Signature _____

Dated _____