



Hub City Outreach Center

Briercroft Office Park #4, Lubbock, TX 79412

Team@HubCityOutreachCenter.org

HubCityOutreachCenter.org

806-300-2848

New Hire Application

Application Date_____ Position Applying For_____

Full Name_____ Preferred Name_____

Birth Date_____/_____/_____ Social Security # _____-_____-_____

Address_____ City_____ State_____ Zip_____

Home Phone_____ Cell_____ Email_____

Employment History:

Current Employment:

Are you currently employed Yes____ No____ If so, where? _____

Address of Employer_____ City_____ State_____ Zip_____

What is your position? _____

Current Wage_____ Current worked hours_____

How long have you worked at this place? _____

May we contact your employer? Yes____ No ____

Previous Employment:

Previous Employer_____ Phone Number_____

Dates of Employment From____/____/____ to ____/____/____ Why did you leave this place? _____

May we contact this employer? Yes____ No____

Previous Employer_____ Phone Number_____

Dates of Employment From____/____/____ to ____/____/____ Why did you leave this place? _____

May we contact this employer? Yes____ No____





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Previous Employer_____ Phone Number_____

Dates of Employment From____/____/____ to ____/____/____ Why did you leave this place? _____

May we contact this employer? Yes____ No____

Have you ever worked here before? _____ If so, please explain previous experience _____

Do you have any family members that work here or have they ever? Yes____ No____, If yes please explain _____

Education & Skill Background

School_____ Dates Attended_____

School_____ Dates Attended_____

School_____ Dates Attended_____

School_____ Dates Attended_____

What skills do you have that would help or qualify you for this position?_____

Do you belong to any special groups, clubs, or organizations?_____ If so, please describe them_____

Have you ever been convicted of a crime?_____ If so, please explain _____





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Please tell us about your hobbies:

Why do you think you would be good for the Youth Prevention Specialist position?

References

Name_____Company_____Phone_____Relationship_____

Name_____Company_____Phone_____Relationship_____

Name_____Company_____Phone_____Relationship_____

Are you willing to take a drug test? Yes____ No ____

Are you willing to submit for a criminal background check? Yes____ No____

Please provide any additional information you would like us to know about you: _____

I certify the above following is true to the best of my knowledge. I understand that this is not a guarantee the above position, and if I am considered for a paid position I do agree to follow all policies and procedures for the Youth Prevention Specialist position. I do give Hub City Outreach Center my permission to check my current, previous employers, references, and do background checks.

Print Name_____Date_____

Signature_____Date_____





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FOR ADMIN USE ONLY:

Projected Interview Date: _____

Supervisors Name _____ Date _____

HR Rep Name _____ Date _____

Additional Panel Interview Staff Name _____ Position _____

Additional Panel Interview Staff Name _____ Position _____

Additional Panel Interview Staff Name _____ Position _____

Additional Comments:

