

*Skagit Domestic Violence &  
Sexual Assault Services*

APPLICATION FOR  
EMPLOYMENT



**PLEASE NOTE:**

**Along with application, you must include a  
cover letter and an updated resume.**

**Web Site**

**[www.skagitdvsas.org](http://www.skagitdvsas.org)**

**E-mail: [admin@skagitdvsas.org](mailto:admin@skagitdvsas.org)**

## Skagit Domestic Violence & Sexual Assault Services APPLICATION FOR EMPLOYMENT

**POSITION APPLYING FOR:** \_\_\_\_\_  
(If applying for more than one, indicate preferred position)

**Name (last, first, initial):** \_\_\_\_\_

**Address:** \_\_\_\_\_  
Street
City
State
Zip

**Phone:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **S.S.#:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
(Optional)

**Email Address:** \_\_\_\_\_

Are you able and willing to work varied hours on occasion?  Yes  No

List skills, training or experience you feel would be an asset to our agency: \_\_\_\_\_

How would you rate yourself on these skills: (please circle one choice for each area)

1. GRAMMAR:	excellent	very good	good	poor
2. SPELLING:	excellent	very good	good	poor
3. WRITING:	excellent	very good	good	poor
4. COMPUTER:	excellent	very good	good	poor
5. PUBLIC SPEAKING:	excellent	very good	good	poor

Are you bi-lingual?  Yes  No If yes, list language(s) \_\_\_\_\_

Can you read and write this language?  Yes  No

Can you type?  Yes  No If yes, WPM: \_\_\_\_\_

Computer skills?  Yes  No If yes, describe: \_\_\_\_\_

Do you have any previous training or experience working in a domestic violence or sexual assault program or a non-profit agency?  Yes  No If yes, describe: \_\_\_\_\_

Do you have a vehicle and a valid WA State driver's license & insurance? Yes  No

Will get One  \_\_\_\_\_  
WA. License #
Auto Insurance Company

Please list three references, people not related to you, who can attest to your character, ability, skills and with whom you have either worked or volunteered for within the past three years:

Name	Address	Phone	Relationship
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

⊗ **LIST EDUCATION:** (High School, Technical/Trade School, College, etc.)

	<b>Name/ Location</b>	<b>Dates</b>	<b>Graduate/Degree?</b>
High School	_____	_____	_____
Business/Trade School	_____	_____	_____
College/Univ.	_____	_____	_____
Graduate/ Professional	_____	_____	_____

⊗ **WORK EXPERIENCE:** (list most recent first)

1.) Name of Former Employer: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Highest Hourly Pay Received: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

2.) Name of Former Employer: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Highest Hourly Pay Received: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

3.) Name of Former Employer: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Highest Hourly Pay Received: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_