



Downing Film Center

An Equal-Opportunity Employer

19 Front Street · Newburgh, NY 12550

845.561.3686/800.974.8592 · www.downingfilmcenter.com · downingfilmcenter@gmail.com

Date of application _____

PERSONAL INFORMATION

Last name _____ First name _____ Middle initial _____

Street address _____ City _____ State _____ ZIP _____

Type(s) of work desired _____ SSN _____

Home telephone _____ Work telephone _____ Email address _____

Are you 18 or older (Y/N)? _____ If you are under 18, do you have a work permit (Y/N)? _____

EMPLOYMENT RECORD

Starting with your current or most recent, list all previous employers. Include self-employment and summer and part-time jobs. Please use a separate sheet if necessary. You may attach a resume, but complete this application as well.

Employer _____

Type of business _____ Type of job _____

Street address _____ City _____ State _____ ZIP _____

Brief description of job duties _____

Supervisor's name _____ Phone number _____

Base salary or hourly rate _____ Dates worked: from _____ to _____

Reason for leaving _____

Employer _____

Type of business _____ Type of job _____

Street address _____ City _____ State _____ ZIP _____

Brief description of job duties _____

Supervisor's name _____ Phone number _____

Base salary or hourly rate _____ Dates worked: from _____ to _____

Reason for leaving _____

EDUCATIONAL HISTORY

High school name _____ City, state _____

Dates attended: from _____ to _____ Graduated (Y/N)? _____

Type of diploma _____

Technical/trade school name (after high school) _____ City, state _____

Major course or subject _____

Dates attended: from _____ to _____ Graduated (Y/N)? _____

Type of diploma _____

Please Turn Over

College name _____ City, state _____

Major course or subject _____

Dates attended: from _____ to _____ Graduated (Y/N)? _____

Degree _____

College name _____ City, state _____

Major course or subject _____

Dates attended: from _____ to _____ Graduated (Y/N)? _____

Degree _____

MILITARY RECORD (IF APPLICABLE)

Branch of service _____ From _____ to _____

Present military affiliation: None Active reserve Inactive reserve

PROFESSIONAL/WORK REFERENCES

Name _____ Title/relationship _____ Occupation _____

Street address _____ City _____ State _____ ZIP _____

Telephone _____ Email address _____

Name _____ Title/relationship _____ Occupation _____

Street address _____ City _____ State _____ ZIP _____

Telephone _____ Email address _____

Name _____ Title/relationship _____ Occupation _____

Street address _____ City _____ State _____ ZIP _____

Telephone _____ Email address _____

May we contact your present employer (Y/N)? _____

Date available to start _____

Days and hours available to work _____

I hereby certify that the information I have provided on this application is true and correct and that I understand that any misrepresentation or omission of fact on my part will be justification for separation from the company's service, if employed. I understand that my employment may be contingent upon receipt of an alien registration number, verification of birth, and any other pertinent information bearing upon my employment and that my continued employment depends on the will of the company or myself.

SIGNATURE _____ Date _____

If any of your educational or employment records are under any name(s) other than the name used on this form, please provide the other name(s).

The Downing is an equal-opportunity employer, and we do not and will not discriminate on the basis of race, religion, national origin, gender, age, handicap, marital status, or status as a disabled veteran. Information provided on this application will not be used for any discriminatory purpose.