

Request for Appointment Form

NAME: _____
LAST FIRST SSN _____

ADDRESS: _____
STREET CITY STATE ZIP CODE

HOME PHONE: () _____ ALTERNATE PHONE: () _____

Type Of Position Last Employed At _____
REASONING

Type Of Position Interested In _____
REASONING

Shift Available (CIRCLE ONE) DAYS EVENINGS NIGHTS ANY

I Am Interested In (CIRCLE ONE) FULL TIME PART TIME EITHER FULL TIME OR PART TIME

I Am Interested In (CIRCLE ONE) PERMANENT TEMPORARY PER DIEM

When Are You Available To Visit Our Office? (CIRCLE AT LEAST 2 DAYS OF WEEK)

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY ANYDAY

MORNING AFTERNOON EVENING

Were You Referred To Our Office? YES NO If Yes, By Whom? _____

Are You Presently Working? YES NO If Yes, Where? _____

THIS APPLICATION WILL NOT BE ACCEPTED UNLESS:

This Form Must Be Completed In Its Entirety With A RESUME Attached

The Employment Center Does Not Accept Forms In Person

You Must Mail In The completed Form To:

1199 Health & Human Service Employment Center
P.O. Box 699
New York, NY 10108