

# Yamhill County CASA

## Employment Application

Please complete this application to the best of your ability. Attach additional sheets if necessary.  
Submit completed application and your resume or CV to [executivedirector@yccasa.org](mailto:executivedirector@yccasa.org) or drop it off at our office  
638 NE 5<sup>th</sup> Street McMinnville OR 97128  
503-406-4673

Full Legal Name: \_\_\_\_\_ Date: \_\_\_\_\_

Maiden or other names: \_\_\_\_\_

Address: \_\_\_\_\_ Home: \_\_\_\_\_

\_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_ Best way to contact: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number (optional): \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_ Do you have reliable transportation?  Yes  No

How long have you lived at your current address? \_\_\_\_\_

Please list all states in which you have lived in the past 7 years: \_\_\_\_\_

\_\_\_\_\_

Emergency Contact Name, Phone Number and Relationship: \_\_\_\_\_

\_\_\_\_\_

How did you hear about CASA? \_\_\_\_\_

\_\_\_\_\_

What days/times are you available? \_\_\_\_\_

\_\_\_\_\_

What is something you would like our team to know about you? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Education Completed: (check applicable)

High School/GED    Trade School    Associate's    Bachelor's    Master's    Doctorate

Please list all past and current areas of study or training: \_\_\_\_\_  
\_\_\_\_\_

## WORK EXPERIENCE

Please list any *paid or volunteer* work experience you have had in the last ten years, beginning with the most recent

Company: \_\_\_\_\_ May we contact this employer?  Yes  No

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

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Duties: \_\_\_\_\_  
\_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving? \_\_\_\_\_

Company: \_\_\_\_\_ May we contact this employer?  Yes  No

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

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Duties: \_\_\_\_\_

\_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving? \_\_\_\_\_

Company: \_\_\_\_\_ May we contact this employer?  Yes  No

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

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Duties: \_\_\_\_\_

\_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving? \_\_\_\_\_

Company: \_\_\_\_\_ May we contact this employer?  Yes  No

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

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Duties: \_\_\_\_\_

\_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving? \_\_\_\_\_

## REFERENCES

Please list professional references with a phone number, and if available, email address:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Please list non-familial personal/character references with a phone number, and if available, email address:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

I hereby waive any right that I may have, now or in the future, to review any letter of reference submitted by the above listed people. I understand that, once signed, this agreement is irrevocable. I certify that all information provided as part of this application is true and correct to the best of my knowledge. I understand that false or fraudulent information will be grounds for rejecting this application.

Yamhill County CASA respects and celebrates diversity including race, ethnic origin, national origin, religion, political belief, gender, sexual orientation, socioeconomic status, marital status, age, and the presence of a sensory, mental, or physical disability. We also value diversity of viewpoints, life experience, talents, and ideas. Yamhill County CASA operates its program, services, and activities in compliance with federal nondiscrimination laws. No person shall, based on race, color, national origin (including limited English proficiency), disability, religion, sex, gender identity, sexual orientation, or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of our programs.

I give Yamhill County CASA permission to investigate my background and qualifications for purposes of evaluating whether I am qualified for the volunteer position for which I am applying. I understand that after my initial interview, Yamhill County CASA will utilize an outside firm(s) to check my criminal history including but not limited to Oregon State Police (or the applicable authority in any other state in which I formerly resided), Oregon Department of Human Services (or the applicable child welfare agency in any other state in which I formally resided), and Yamhill County Circuit Court to investigate and obtain any and all information concerning my

criminal, as well as any national records check, child protective services check and sex offender registry as appropriate and permissible by state law.

I specifically authorize such an investigation after an initial interview by information services and outside entities of the Yamhill County CASA Program's choice. I also understand that refusal to sign this application as a release of information or allow any required background check authorizes the Yamhill County CASA Program to reject this application.

Any applicant found to have been convicted of or having charges pending for any crime (felony or misdemeanor) involving a sexual or violent offence, child abuse or neglect, or any related acts cannot be employed by the Yamhill County CASA Program. Further, any applicant with a founded allegation of child abuse or neglect, regardless of criminal charges, cannot be employed by the Yamhill County CASA Program.

---

Signature

*If you are able, please sign in the presence of a witness.*

---

Date

---

Witness Signature

---

Date

