

## INTERNAL JOB APPLICATION

Long Island Head Start is an equal opportunity employer and affords equal opportunity to all applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state or federal laws.

|                                 |                     |                         |          |
|---------------------------------|---------------------|-------------------------|----------|
| <b>Position(s) Applied For:</b> |                     | <b>Date of Posting:</b> |          |
| Current Position:               | Current Department: | Current Supervisor:     |          |
| Last Name                       | First Name          | Middle Initial          |          |
| Address                         | City                | State                   | Zip Code |
| Telephone Number:               | Alternate Number:   | Date of Hire:           |          |

Can you with or without reasonable accommodation perform the essential functions of this job? (If you have any questions about the functions of the job, please ask the interviewer before answering this question.) YES [ ] NO [ ]

Describe your current qualifications for the position including education, skill, abilities, work habits and work experience (attach resume if applicable):

---

---

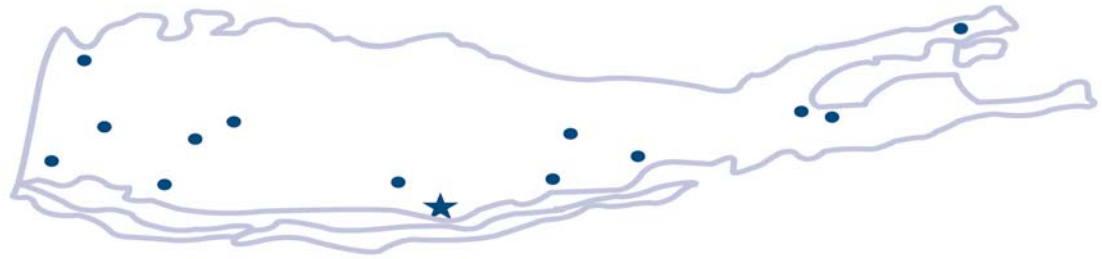
---

Explain why you are applying for this position:

---

---

---



By signing below you signify that all information contained above is accurate, that you have read the job posting and you understand, are able and willing to perform the functions and duties of that position. Your current supervisor must approve of any job application.

Employee Signature: \_\_\_\_\_

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

Approval of Application:

Supervisor Signature: \_\_\_\_\_

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

Chief Executive Officer Signature: \_\_\_\_\_

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

Human Resources: \_\_\_\_\_

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

\*\*\*\*\*For Human Resource Use Only\*\*\*\*\*

Date Position was Posted: \_\_\_\_\_

Date Application Received: \_\_\_\_\_