

Office of Human Resources

EMPLOYEE INFORMATION

SOCIAL SECURITY #: _____ / _____ / _____

EMPLOYEE NAME: _____
First Name Middle Initial Last Name

MARITAL STATUS: Single Married SEX: Male Female BIRTHDATE: _____ / _____ / _____

By what first name do you prefer to be called (i.e. Peggy for Margaret, Jack for John)?: _____

MAILING ADDRESS: _____
Please Indicate P.O. Box or Full Street Address

PERMANENT ADDRESS: _____
(If different than Mailing Address or if you are using a P.O. Box)

CITY/STATE: _____ ZIP CODE: _____

HOME TELEPHONE: (____) _____ CELL PHONE: (____) _____

EMERGENCY CONTACT

NAME: _____ NAME: _____

PHONE NUMBER: (____) _____ PHONE NUMBER: (____) _____

FAMILY INFORMATION

First / Last	Gender	DOB
SPOUSE: _____	<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB: _____ / _____ / _____
CHILD: _____	<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB: _____ / _____ / _____
CHILD: _____	<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB: _____ / _____ / _____
CHILD: _____	<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB: _____ / _____ / _____

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EDUCATION INFORMATION

EDUCATION HISTORY

(Please Indicate all degrees completed)

- | | |
|--------------------------------------|-----------------------------------|
| <input type="checkbox"/> High School | <input type="checkbox"/> Master's |
| <input type="checkbox"/> Associate's | <input type="checkbox"/> Ph.D. |
| <input type="checkbox"/> Bachelor's | <input type="checkbox"/> Other |

HIGHEST COMPLETED EDUCATION SUMMARY

INSTITUTION: _____
DATE OF COMPLETION: _____ / _____ / _____
DISCIPLINE: _____
DEGREE COUNTRY: _____

The facts I have supplied on this form, as well as the information provided on my resume or application, are complete and accurate. I understand that if I have inaccurately represented my academic degrees, work experience or family/marital information, Marist College may terminate my employment and I will have no rights under any handbook or collective bargaining agreement. I also certify that I have never been convicted of a crime.

EMPLOYEE SIGNATURE _____

DATE _____