

WORK EXPERIENCE VERIFICATION

Note: It is the applicant's responsibility to obtain employment verification from current or previous employers. Applicant should only fill out top section. The bottom section is for employers only

******APPLICANT SECTION******

AUTHORIZATION TO RELEASE INFORMATION FROM:

Current/Former Employer _____

Address _____

City _____ State _____ Zip _____

Applicant _____ Social Security No: _____

(Please Print)

Applicant _____ Date _____

(Signature)

******EMPLOYER SECTION******

VERIFICATION INFORMATION (CURRENT OR FORMER EMPLOYER ONLY)

Employment dates: _____ Position Title: _____ Full time

Part-time

Employment dates: _____ Position Title: _____ Full time

Part-time

INFORMATION VERIFIED BY:

(Signature)

(Date)

(Title)

(Phone Number)

EMPLOYERS, PLEASE RETURN THIS FORM VIA MAIL OR FAX

Human Resources Office
Jefferson State Community College
2601 Carson Road
Birmingham, Alabama 35215-3098

Phone: (205) 856-7764/8598
Fax: (205) 856-7720