PAID SUMMER INTERNSHIPS!

Looking to Gain Real Industry Experience?

Michigan Works! Troy will be providing approximately 200 young adults with summer employment opportunities through our Summer Youth Employment Program.

Our program has brought together a variety of jobsites located within Oakland County with employment opportunities relating to professional and business services, including business administration, clerical, IT, engineering, marketing, accounting, etc.

To qualify, you must be an Oakland County resident and priority will be given to youth between 18 and 24 years of age. Additional eligibility restrictions apply.

To apply for consideration, please complete the Youth Pre-Application and return the application in person or by mail to:

Michigan Works! Troy Career Center  
Attn: Sarah Kropinski  
550 Stephenson Highway, Suite 400  
Troy, MI 48083

Monday through Friday from 8:00 a.m. to 4:00 p.m.

For questions or additional information regarding the Summer Youth Employment Program, please contact Sarah Kropinski at 248.823.5112 or skropinski2@troy.k12.mi.us
The following requested information contains numerous questions that are normally not allowed on job applications. However, federal Workforce Investment Act (WIA) regulations require responses in order to be eligible for WIA services. Auxiliary aids and services are available upon request to individuals with disabilities.

Please fill in this form as completely as you can and return to the Troy Career Center. Date:

Please Print Clearly.

Name: __________________________ PHONE #: __________________________

Last First Middle

Address: _________________________________________________________________

Street City Zip

Alt. Contact Person: _______________________________________________________

Name Relationship Phone #

Date of Birth: _______ Age: _______ Sex: □ Male □ Female Email: ______________

Citizenship: □ Yes, US citizen or eligible non-citizen □ No Selective Service: □ Yes □ No □ N/A

How did you hear about our program? __________________________

Date Available for Work: ____________ Wage Rate Desired: ____________ □ Summer Only □ Part Time □ Full Time

Availability:

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

EDUCATIONAL HISTORY

Please include Name of Institution, City and State

<table>
<thead>
<tr>
<th>High School</th>
<th>Did you graduate?</th>
<th>Date of Graduation</th>
<th>In High School Now?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>□ Yes □ Diploma □ No □ GED</td>
<td></td>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>College/University</th>
<th>Dates Attended</th>
<th>Type of Degree &amp; Program of Study (B.A., etc.)</th>
</tr>
</thead>
</table>

| Trade/Vocational School | |
|-------------------------| |

<table>
<thead>
<tr>
<th>Licenses/Certifications</th>
<th>Type:</th>
</tr>
</thead>
</table>

Will you be taking summer classes? __________________________
### EMPLOYMENT HISTORY

<table>
<thead>
<tr>
<th>Employer and Address:</th>
<th>Start Date:</th>
<th>End Date:</th>
<th>Job Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Describe your duties:</td>
<td>Wage:</td>
<td>Reason for Leaving:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer and Address:</th>
<th>Start Date:</th>
<th>End Date:</th>
<th>Job Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Describe your duties:</td>
<td>Wage</td>
<td>Reason for Leaving:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### SKILLS/INTERESTS

Do you have any special machinery or software skills? __________________________________________

Please list activities/hobbies you do, or have done, that may be related to work skills. Include volunteer or other work experience you haven't mentioned elsewhere. __________________________________________

________________________________________

What are your summer job interests? __________________________________________

________________________________________

### PERSONAL/SOCIAL HISTORY

Do you have any physical handicaps or disabilities which limit the kind of work you can do? [ ] Yes [ ] No
If yes, please explain: __________________________________________

Have you ever been convicted of a felony by a civilian or military court? [ ] Yes [ ] No
If yes, please explain: __________________________________________

Are you a veteran? [ ] Yes [ ] No

Do you have reliable transportation to within 10 miles of your home? [ ] Yes [ ] No

Have you ever been enrolled in a youth program? [ ] Yes [ ] No   If so, where? _____________________________
FINANCIAL SITUATION

Total family income from Last 6 months:

☐ Gross Wages from income (last 6 months) $___________
   (17 & under – household income, # of Family in Household _____)
   (18 & older – individual income)

☐ TANF (Cash Assistance or Food Stamps) $___________
   TANF Case#:______________________________________
   Case Workers Name:______________________________

☐ Social Security Income (SSI) $___________
☐ Social Security Retirement $___________
☐ Social Security Disability $___________
☐ Social Security Death Benefits $___________
☐ Other, please specify (alimony, child support, pension, etc) $___________

Total $___________

READ CAREFULLY BEFORE SIGNING:
1. I hereby represent that each answer to a question herein and all other information otherwise furnished is true and correct. I further represent that such answers and information constitute a full and complete disclosure of my knowledge with respect to the question or subject to which the answer of information relates. I understand that any incorrect, incomplete, or false statement or information furnished by me will subject me to discharge at any time. In the event that I am employed by/through Troy Career Center, I agree to comply with its orders, rules and regulations.

2. Pursuant to Act 397, PA 1978, the applicant agrees that Troy Career Center may investigate and review my past employment, activities and statements contained in this application. I hereby release from liability all persons (employers or references) supplying such information. I understand that such information may include a record of disciplinary action, and hereby release such persons from an obligation to provide me with written notification of such disclosure.

ALL THE INFORMATION I HAVE PROVIDED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

Signature of Applicant ____________________________________________ Date ________________

PLEASE NOTE: NO student under 18 years of age may be employed more than 48 hours per week (including school hours)

Signature of Parent or Guardian (For Minors Only)______________________________ Date______________

EEO Employer/Program: Auxiliary Aids and Services Available Upon Request to individuals with disabilities. Funded by Oakland County and the State of Michigan Department of Energy, Labor and Economic Growth
"Providing resources, training and opportunity for the community to build a strong and growing workforce."