

WORK EXPERIENCE VERIFICATION

****Note: It is the applicant's responsibility to obtain employment verification from current and/or previous employers. Applicant should only fill out the 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 _____
(Signature)

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

VERIFICATION INFORMATION (CURRENT OR FORMER EMPLOYER ONLY):

1. Employment dates (Please indicate if employment is full time or part time):

2. Position Titles(s): _____

INFORMATION VERIFIED BY:

(Signature)

(Title)

EMPLOYERS CAN RETURN THIS FORM VIA MAIL, FAX, OR RETURN IT TO THE APPLICANT

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

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