



## NEW MEMBERSHIP APPLICATION

Welcome to the Solano Employment Connection. At our One-Stop Career Center you can access employment services, career assessments, vocational training, and job search assistance, whether you are employed or unemployed.

We ask only a few questions that will help us to assist you with your employment needs. Completing this Membership Application will allow you to access our career center services and job search activities.

<b>Last Name</b>	<b>First Name</b>	<b>Middle</b>	<b>Birthdate</b>
<b>Social Security #</b>	<b>Address</b>		<b>City, State, ZIP</b>
<b>Home Phone</b>	<b>Message Phone</b>	<b>Email Address</b>	

**Would you like to receive notification of future events? YES  NO**

**Please check all categories that apply to you – You may be eligible for additional services if you fall in any of the following categories:**

- |  |  |
|--|--|
| <input type="checkbox"/> Unemployed  | <input type="checkbox"/> Student             |
| <input type="checkbox"/> Currently Working _____ hours                               | <input type="checkbox"/> Laid off from a job |
| <input type="checkbox"/> Veteran - Dates of Service ____/____/____ to ____/____/____ | <input type="checkbox"/> Age 18 & younger    |
| <input type="checkbox"/> Limited English   | <input type="checkbox"/> Age 19-21           |
| <input type="checkbox"/> Disability/Medical Issues                                   | <input type="checkbox"/> Age 22-54           |
| <input type="checkbox"/> Welfare / SSI Recipient                                     | <input type="checkbox"/> Age 55+             |

**What Is Your Main Reason For Being Here Today?**

- |  |   |
|--|---|
| <input type="checkbox"/> To Attend Workshops                     | <input type="checkbox"/> To Find Vocational Training or Education |
| <input type="checkbox"/> To Use Computers/Internet to Find a Job | <input type="checkbox"/> Employer recruitment                     |
| <input type="checkbox"/> Apply for UI / UI Activities            | <input type="checkbox"/> Other job search services                |

**How Did You Hear About Our Services?**

- From another Agency (Name) \_\_\_\_\_
- Special Event (Where & When) \_\_\_\_\_
- Employer (Name) \_\_\_\_\_
- |  |  |                                    |                                     |
|--|--|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Friend / Relative | <input type="checkbox"/> Flyer / Poster  | <input type="checkbox"/> Newspaper | <input type="checkbox"/> Phone Book |
| <input type="checkbox"/> Radio / TV        | <input type="checkbox"/> Applying for UI | <input type="checkbox"/> Website   |                                     |
- TAA (Company re-located out of U.S.) **Yes** or **No** Name of Company: \_\_\_\_\_

Please complete back of form

**ETHNICITY ( Check One ):**

- American Indian/Alaskan Native       Black-African American       White       Pacific Islander
- Latino/Hispanic       Asian       Decline to State

**EDUCATION ( Check One ):**

- 8<sup>th</sup> Grade or Less       9<sup>th</sup> to 12<sup>th</sup> Grade       High School Diploma/GED       Associates Degree
- Bachelor's Degree       Masters Degree       Doctorate Degree

**MISCELLANEOUS ( Check One ):**

- TAA (Company re-located out of U.S.) **Yes** or **No**      Name of Company: \_\_\_\_\_
- Ex Felon **Yes** or **No**      Gender:  Male       Female       Migrant Seasonal Farm Worker

**SECURITY QUESTION (Minimum 4 characters)**

What is your favorite sport? \_\_\_\_\_ or Model of your first car? \_\_\_\_\_

Do you want your mailing address to show on your resume? **Yes** or **No**

Do you have a California driver's license? **Yes** or **No** (if yes please circle class) **A B C**

What occupation are you looking for? \_\_\_\_\_ Experience: **Years** \_\_\_\_\_ **Months** \_\_\_\_\_

**PLEASE LIST YOUR LAST EMPLOYER:**

<i>Job Title</i>	<i>Start Date</i>	<i>End Date</i>
<i>Company Name</i>	<i>City</i>	<i>State</i>
<i>Job Duties</i>		

**Right to Work** – Only those individuals verified to be US citizens or persons legally authorized to work in the United States may receive employment and training services from the Solano Employment Connection.

**CalJOBS**- I understand that my personal information will be entered into CalJOBS, EDD's no-fee Internet job search system.

**Privacy Act Statement** – This information will be used to provide you with access to, and information about, services from the agencies representing the Solano Employment Connection (SEC). I authorize the release of this information to the SEC agencies for the purposes of providing job services, and otherwise as needed, to administer and operate the SEC One-Stop Career Centers.

**Computer Use** – I agree to use the computers and services for job search, employment and training purposes only.

**Code of Conduct** – I have read and agree to abide by the rules stated in the Code of Conduct.

\_\_\_\_\_

*Customer Signature*      *Date*

**FOR INTERNAL OFFICE USE ONLY – CHECK & DOCUMENT AS APPROPRIATE**

- Assisted enter resume       Referral to supportive services \_\_\_\_\_
- Referred to job CA# \_\_\_\_\_       Referral to special program \_\_\_\_\_
- LMI       Referred to Orientation \_\_\_\_\_

**RTW Docs Seen:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_ **Seen by:** \_\_\_\_\_

**RTW doc's that need expiration dates: I-94, I-551, I-688, I-688A, I-688B, I-766, and any unexpired employment authorization document issued by Dept. of Homeland Security.**

**Entered into CISRS by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Entered into CalJOBS by:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **One-Stop Location:**      **FF**      **VJO**

**Fairfield-Suisun Adult School/ S.E.C. Supplemental Enrollment & Registration Form**

To be completed by SEC members accessing services provided by a Fairfield-Suisun Adult School teacher.

All information will remain confidential and is required for Fairfield-Suisun Adult School accountability.

**Last Name** \_\_\_\_\_ **First Name** \_\_\_\_\_

**Native Language:**  English  Spanish  Tagalog  Vietnamese  Other \_\_\_\_\_

**Ethnicity:**  Hispanic or  non-Hispanic **Race:**  Asian  Black  Filipino  White  Other

**Highest Grade in School Completed:** \_\_\_\_\_

**Highest Diploma or Degree Completed:**

GED  High School Diploma  Trade school  AA/AS  BA/BS  Graduate School (MA/MS/PhD)

**Current total Household income.**

*Please check if one of the below applies to you*

- Below \$762 per month for 1-person household
- Below \$1249 per month for 2-person household
- Below \$1714 per month for 3-person household
- Below \$2133 per month for 4-person household
- Below \$2497 per month for 5-person household

**Please check all that you receive:**

- CalWorks
- SSI
- General Assistance
- Other public assistance (food stamps, Medi-Cal, housing)

**Please check all that apply:**

- Single parent
- Handicapped or disabled
- Receiving rehabilitation services
- Homeless
- Veteran
- Funded by WIB

**I verify that the above information is correct to the best of my knowledge.**

\_\_\_\_\_



COMPUTER DISCLAIMER, ETHICAL, & ACCEPTABLE USE POLICY

**Disclaimer:** The Workforce Investment Board of Solano County (WIB) does not endorse the viewpoints or vouch for the accuracy of information obtained through the Internet. The WIB does not control or monitor material which may be accessible from Internet sources. WIB customers use the Internet and computer workstations at their own risk. The WIB assumes no responsibility and shall have no liability for any direct, indirect or consequential damages arising from use of its computer equipment or from its connection to the Internet. The WIB assumes no responsibility and shall have no liability for any direct, indirect or consequential damages that occur to the customer's computer equipment and software, of any kind, e.g. floppy drives, thumb drives, personal computers, etc., or damage extended to any other computer connections used by the customer.

**Ethical and Acceptable Use:** All users of electronic information resources such as the Internet are expected to use resources in a responsible manner, consistent with the job search, educational and informational purposes for which they are provided. It is unacceptable to use WIB computer workstations and Internet resources for any purposes which violate the law or any WIB policies.

The following is a list of unacceptable uses:

- Violation of applicable federal and state laws;
- Sending, receiving or displaying text or graphics which contain sex or violence that are an end to themselves or which may reasonably be construed as obscene by contemporary state-wide standards;
- Use of the computers to gain access to WIB network or computer systems or to any other restricted network or computer system;
- Unauthorized use of computer accounts, access codes, or network identification numbers;
- Violation of copyright laws and licensing agreements pertaining to software, files, and other resources obtained electronically;
- Violation of another person's privacy;
- Engaging in any activity which is deliberately and maliciously offensive, libelous, or slanderous;
- Disrupting or interfering with network users or services. Such interference or disruption includes, but is not limited to: distribution of unsolicited advertising, harassment of others, propagation of computer worms or viruses, randomly initiating interactive electronic communications, and overuse of interactive network utilities;
- Tampering with, destroying, or damaging equipment, software, or data belonging to the WIB.

**Violation of Policies:** Users violating these or any other policies and guidelines will be advised of the policies and asked to comply. Users who persist in violating these policies after previous warning will be restricted from using WIB computer workstations on that occasion. The WIB reserves the right to prohibit those who fail to use Internet and computer workstations appropriately and responsibly from future access or use of the online services. Illegal acts may subject violator to prosecution by local, state or federal authorities.

I hereby certify that I have read and understand the contents of the Workforce Investment Board of Solano County's Computer Disclaimer, Ethical & Acceptable Use Policy.

\_\_\_\_\_  
Customer / User Print Name

\_\_\_\_\_  
Customer / User Signature

\_\_\_\_\_  
Date