



National Endowment for Democracy

Supporting freedom around the world



JOURNAL OF
DEMOCRACY



CIMA

CENTER FOR INTERNATIONAL MEDIA ASSISTANCE

forum
International Forum for Democratic Studies

APPLICANT INFORMATION

Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Home Phone	Cell Phone			E-mail Address	
Date Available		Desired Salary		/USD per year	
Position Applied for					
Are you authorized to work in the U.S.?		Yes	No		
Have you ever been discharged or asked to resign?		Yes	No	If yes, explain below:	

EDUCATION

Undergraduate		City/State
From	To	Degree Received
Graduate		City/State
From	To	Degree Received
Other		City/State
From	To	Degree Received

EMPLOYMENT HISTORY (START WITH THE MOST RECENT AND WORK BACKWARDS)

Employer		Phone
Address		Supervisor
Job Title	Starting Salary	Ending Salary

Summarize the nature of the work and your responsibilities.		
From	To	Reason for Leaving
May we contact your supervisor for a reference? Yes No		

Employer		Phone
Address		Supervisor
Job Title	Starting Salary	Ending Salary
Summarize the nature of the work and your responsibilities.		
From	To	Reason for Leaving
May we contact your supervisor for a reference? Yes No		

Employer		Phone
Address		Supervisor
Job Title	Starting Salary	Ending Salary
Summarize the nature of the work and your responsibilities.		
From	To	Reason for Leaving
May we contact your supervisor for a reference? Yes No		

REFERENCES

Please list three professional references.

Full Name	Relationship
Company	Phone
Work Address	Email
Full Name	Relationship
Company	Phone
Work Address	Email
Full Name	Relationship
Company	Phone
Work Address	Email

ADDITIONAL INFORMATION	
Please indicate any additional knowledge or skills (including computer skills) that may be useful in this position.	
Please provide any additional information that may not be reflected in the above questions (e.g. foreign language proficiency, awards and honors, etc.).	

DISCLAIMER AND SIGNATURE	
I certify that my above answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.	
Signature	Date



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EQUAL EMPLOYMENT OPPORTUNITY (EEO) SELF-IDENTIFICATION FORM

Qualified applicants are considered for employment without regard to race, religion, sex, national origin, age, marital status, sexual orientation, veteran status, disability, or other protected characteristic. The National Endowment for Democracy is subject to certain governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, the National Endowment for Democracy invites employees to voluntarily self-identify their race or ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment or otherwise influence employment decisions. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement.

This form will be kept in a confidential file separate from your application for employment.

Print Name (Last, First, MI): _____

Position Applied For: _____

Gender Identification (check one): _____ Female _____ Male

Race/Ethnic Identification (check one): **Decline self-identification.**

- Hispanic or Latino** – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
- White (Not Hispanic or Latino)** – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American (Not Hispanic or Latino)** – A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino)** – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino)** - A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino)** – All persons who identify with more than one of the above five races.

Applicant's Signature

Date