

EMPLOYMENT HISTORY QUESTIONNAIRE

Client Name

Case Name

Case Number

Please complete this form by listing **all employment** within the last five years, beginning with the most recent. This information is confidential, and must include all of the following: full-time and part-time work, temporary and permanent work, farm and seasonal work and any undeclared employment (often called “under the table”). This information will be used to determine what program(s) of assistance you qualify for. Your employers *will not* be contacted by our agency unless you are notified, and this information *will not* be shared or reported to other government agencies. If you are not sure of dates and amounts, please guess as closely as you can remember. You must also complete the questions below the table. **NOTE:** If more than one adult is applying, use a separate form for each person.

	Date Hired Month/Year	Date Left Month/Year	Employer's Name	Employer's Address	Work Hours Per Week	Gross Pay* Per Week	Reason for Leaving
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

- **Gross Pay is your pay before any taxes or other expenses are deducted. Net Pay is commonly called “Take Home Pay”.**

Are you receiving Unemployment benefits at this time? Yes No

If Yes, what month and year did you begin receiving them? _____

If No, have you received Unemployment benefits at any time in the last 12 months (1 year)? Yes No

If so, please list when they began and ended: _____

Are you currently registered with the New York State Employment Service? Yes No If Yes, indicate the last date reported: _____

Client's Signature

Date