

APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age national origin, handicap or veterans status

PERSONAL

LAST NAME	FIRST	MIDDLE INT.	DATE
STREET ADDRESS		HOME PHONE	
City,State,Zip		Business Phone	
Have you ever applied for employment with us? YES NO month & year _____		Social Security #	
Position Desired:		Pay Expected	
Apart from absence for religious observances, are you available for full-time work? YES NO WHAT HOURS CAN YOU WORK? _____		Will you work overtime if asked? YES NO	
Are you legally eligible for employment in the United States?		Start date:	
Comments		Other special training or skills	

EDUCATION

SCHOOL	Name/Location of school	Course of Study	No. Of years completed	Did you graduate	Degree or diploma
Graduate					
College					
Business/Trade/technical					
High School					
Elementary					

Membership in Professional or Civic Organizations (excludes those which may disclose your race, color, religion, or national origin)

EMPLOYMENT

Please give accurate, complete full-time and part-time employment record. Start with your present or most recent employer.

1

Company Name	Telephone
Address	Employed – (month/year) from to
Name of Supervisor	Weekly pay Start Last
Job Title and description of work	Reason for leaving

2

Company Name	Telephone
Address	Employed – (month/year) from to
Name of Supervisor	Weekly pay Start Last
Job Title and description of work	Reason for leaving

3

Company Name	Telephone
Address	Employed – (month/year) from to
Name of Supervisor	Weekly pay Start Last
Job Title and description of work	Reason for leaving

We may contact the employers listed above unless you indicate those you do not want us to contact

Do not contact
Employer(s) _____
Reason(s) _____

Military	Did you ever serve in the U.S Armed forces?	If yes, what Branch?
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Describe any training received relevant to the position for which you are applying.

Have you been convicted of any crime in the past 10 years? NO YES	If yes what year and what for?
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References:

Name	Relation	Phone Number
Name	Relation	Phone Number
Name	Relation	Phone Number

"I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MAY BE REJECTED AND, IF I AM EMPLOYED. MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME. IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE COMPANY'S RULES AND REGULATIONS, AND I AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED, WITH OR WITHOUT CAUSE. AND WITH OR WITHOUT NOTICE, AT ANY TIME, AT EITHER MY OR THE COMPANY'S OPTION. I ALSO UNDERSTAND AND AGREE THAT THE TERMS AND CONDITIONS OF MY EMPLOYMENT MAY BE CHANGED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME BY THE COMPANY.

Signature: _____ Date: _____