

APPLICATION FOR EMPLOYMENT

To The Applicant. We appreciate your interest in our Company and assure you that we are interested in your qualifications. A clear understanding of your background and work history will aid us in seeking to place you in a position which, in our judgment, best meets your qualifications.

We are an equal opportunity employer and shall consider qualified applicants for all positions without regard to race; color; sex; religion; national origin; age; height; weight; marital or veteran status; or disability.

PERSONAL

Name _____ Date of Application _____

(Last)

(First)

(Middle)

Address _____ Telephone No. _____

(Number)

(Street)

(City/State)

(Zip)

Social Security No. _____ Are you 18 years or older? Yes
___ No ___

Are you authorized to work in the United States? Yes ___ No ___

Have you been previously employed here? Yes ___ No ___ If yes, date(s)

Supervisor Name(s)

Have you filed an application before? Yes ___ No ___ If yes, date(s)

List any friends or relatives working here:

EMPLOYMENT DESIRED

Position(s) applied for:

Kind of work sought: Full time ___ Part time ___ Other

If part-time, please specify hours and days desired:

Salary Desired: _____

Date available to work _____

MILITARY SERVICE RECORD

Have you had any experience in the Armed Forces of the United States or in a State National Guard?
 Yes ___ No ___

Is yes, what branch? _____
 Rank at Discharge _____

Are you in the reserves? Yes ___ No ___
 If yes, date obligation ends _____

Special/technical training _____

EMPLOYMENT EXPERIENCE (List current or most recent job first)

1	Employer	Dates From To	Work Performed
	Address		
	Job Title	Hourly Rate/Salary Starting Final	
	Supervisor		
	Reason for Leaving		
2	Employer	Dates From To	Work Performed
	Address		
	Job Title	Hourly Rate/Salary Starting Final	
	Supervisor		
	Reason for Leaving		
3	Employer	Dates From To	Work Performed
	Address		
	Job Title	Hourly Rate/Salary Starting Final	
	Supervisor		
	Reason for Leaving		
4	Employer	Dates From To	Work Performed
	Address		
	Job Title	Hourly Rate/Salary Starting Final	
	Supervisor		
	Reason for Leaving		

EDUCATION

	Name/Location	Years Completed	Diploma Degree	Courses of Study
Elementary				
High School				
College				
Graduate				
Vocation/Training				

Any other educational training:

REFERENCES *(Do not include relatives or former employers)*

	Name	Address	Phone Number	Years Acquainted
1				
2				
3				

ADDITIONAL INFORMATION

Have you ever been convicted of a crime?² Yes ___ No ___

If so, where, when and nature of offense

Do you have a valid driver's license? Yes ___ No ___ License No. _____

State _____

List professional, trade, business or civic activities and offices held, excluding groups the name or character of which indicates race; color; sex; religion; national origin; age; marital or veteran status; disability

State any additional information that you feel may be helpful to us in considering your application.

AUTHORIZATION AND UNDERSTANDING