

# Application For Employment

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

(PLEASE PRINT)

Position(s) Applied For	Date of Application
How Did You Learn About Us? <input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Walk-In <input type="checkbox"/> Employment Agency <input type="checkbox"/> Relative <input type="checkbox"/> Other	

Last Name	First Name	Middle Name
Address	Number	Street
		City
		State
		Zip Code
Telephone Number(s)		Social Security Number
		-   -

If you are under 18 years of age, can you provide required proof of your eligibility to work?                       Yes                       No

Have you ever filed an application with us before?                       Yes                       No  
 If yes, give date \_\_\_\_\_

Have you ever been employed with us before?                       Yes                       No  
 If yes, give date \_\_\_\_\_

Are you currently employed?                       Yes                       No

May we contact your present employer?                       Yes                       No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?                       Yes                       No  
 Proof of citizenship or immigration status will be required upon employment

On what date would you be available for work? \_\_\_\_\_

Are you available to work:    Full Time    Part Time    Shift Work    Temporary

Are you currently on "lay-off" status and subject to recall?                       Yes                       No

Can you travel if a job requires it?                       Yes                       No

Have you been convicted of a felony within the last 7 years?                       Yes                       No  
 If yes please explain: \_\_\_\_\_

## Education

	Name and Address of School	Course of Study	Years Completed	Diploma Degree
Elementary School				
High School				
Undergraduate				
Graduate Professional				
Other (Specify)				

Indicate any foreign languages you can speak, read and/or write			
	Fluent	Good	Fair
Speak			
Read			
Write			

Describe any specialized training, apprenticeship, skills and extra-curricular activities

Describe any job-related training received in the United States Military

# Employment Experience

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Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations, which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.

Employer		Dates Employed		Work Performed
		From	To	
Address		Hourly Rate/Salary		
		Starting	Final	
Telephone Number(s)				
Job Title	Supervisor			
Reason for Leaving				

2.

Employer		Dates Employed		Work Performed
		From	To	
Address		Hourly Rate/Salary		
		Starting	Final	
Telephone Number(s)				
Job Title	Supervisor			
Reason for Leaving				

3.

Employer		Dates Employed		Work Performed
		From	To	
Address		Hourly Rate/Salary		
		Starting	Final	
Telephone Number(s)				
Job Title	Supervisor			
Reason for Leaving				

4.

Employer		Dates Employed		Work Performed
		From	To	
Address		Hourly Rate/Salary		
		Starting	Final	
Telephone Number(s)				
Job Title	Supervisor			
Reason for Leaving				

5.

Employer		Dates Employed		Work Performed
		From	To	
Address		Hourly Rate/Salary		
		Starting	Final	
Telephone Number(s)				
Job Title	Supervisor			
Reason for Leaving				

If you need additional space, please continue on a separate sheet of paper.



## References

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1.

\_\_\_\_\_  
(Name) (Company)  
\_\_\_\_\_  
(Address) (Phone #)

2.

\_\_\_\_\_  
(Name) (Company)  
\_\_\_\_\_  
(Address) (Phone #)

3.

\_\_\_\_\_  
(Name) (Company)  
\_\_\_\_\_  
(Address) (Phone #)

## Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorized investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless an authorized executive of this organization specifically acknowledges such change in writing.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

