

Application For Employment



NAME: _____

POSITION: _____

DATE: _____

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

How long have you lived at this address? _____
 If less than five (5) years, your previous address was

Street	City	State	Zip Code
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If you are under 18 years of age, can you provide required proof of your eligibility to work?

Yes No

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

Do you have a driver's license?

Yes No

If so, what class? _____

Have you ever had your license revoked?

Yes No

If yes, please explain _____

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?

Proof of citizenship or immigration status will be required upon employment.

Yes No

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 or misdemeanor within the last 7 years?

Yes No

Conviction will not necessarily disqualify an applicant from employment.

If yes, please explain _____

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Employment Experience

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. It is not necessary to list employment experience going back more than five (5) years unless you feel it should be taken into consideration.

1.	Employer		Dates Employed		Work Performed
			From	To	
	Address				
	Telephone Numbers(s)		Hourly Rate/Salary		
			Starting	Final	
	Job Title	Supervisor			
	Reasons for Leaving				
2.	Employer		Dates Employed		Work Performed
			From	To	
	Address				
	Telephone Numbers(s)		Hourly Rate/Salary		
			Starting	Final	
	Job Title	Supervisor			
	Reasons for Leaving				
3.	Employer		Dates Employed		Work Performed
			From	To	
	Address				
	Telephone Numbers(s)		Hourly Rate/Salary		
			Starting	Final	
	Job Title	Supervisor			
	Reasons for Leaving				
4.	Employer		Dates Employed		Work Performed
			From	To	
	Address				
	Telephone Numbers(s)		Hourly Rate/Salary		
			Starting	Final	
	Job Title	Supervisor			
	Reasons for Leaving				

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

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

Education

	Name & Address of School	Course of Study	Years Completed	Diploma Degree
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other Specify				

Describe any specialized training, apprenticeship, or skills.

Do not answer unless box is checked,

Indicate any foreign languages you speak fluently. _____

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

• I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise and release all parties from all liability for any damage that may result from furnishing same to you.