

APPLICATION FOR EMPLOYMENT
General Information

Name: _____ Date: _____

Social Security Number: _____

Home Address: _____

City, State Zip _____

Home Phone: _____ Business Phone: _____

Other Phone: _____ Email _____

US Citizen? _____ If not, please give Visa No. and expiration: _____

Position Desired: _____

Current Salary: \$ _____ Salary Desired: \$ _____

I am interested in: (Circle Choice) Part-Time or Full-Time

Date Available: _____

Education

High School Name: _____

Address: _____

Graduation Date: _____

Business or Technical School: _____

Degree, Major: _____

Address: _____

Graduation Date _____

Under-Graduate College: _____

Degree, Major _____

Address: _____

Dates Attended: _____

Graduation Date: _____

Graduate School _____

Degree, Major _____

Address: _____

Dates Attended: _____

Graduation Date: _____

References: (List only persons we may contact, excluding relatives and previous employers.)

Have you ever been convicted of a crime in the past 10 years (including traffic violations)? _____

If yes, explain: _____

Do you smoke? _____ If yes, will you be able to not smoke during work hours?

Have you been an employee of this company in the past? _____ If so, when? _____

Do you have any friends/relatives working with us now? _____

If yes, list name(s): _____

APPLICATION FOR EMPLOYMENT

Employment Data

Company Name: _____ Contact: _____
Address: _____ Telephone: _____
Position: _____ Dates of Employment _____
Start Salary/End Salary _____
Reason for Leaving: _____
May we contact the employer at the phone given? Yes No

Company Name: _____ Contact: _____
Address: _____ Telephone: _____
Position: _____ Dates of Employment _____
Start Salary/End Salary _____
Reason for Leaving: _____
May we contact the employer at the phone given? Yes No

Company Name: _____ Contact: _____
Address: _____ Telephone: _____
Position: _____ Dates of Employment _____
Start Salary/End Salary _____
Reason for Leaving: _____
May we contact the employer at the phone given? Yes No

Applicant: Read and sign below

The information provided by me in this application for employment is true and complete to the best of my knowledge. I understand that if I am employed, any false statements will be considered as cause for possible dismissal. You are hereby authorized to conduct any investigation of my personal history, including a criminal background check, and/or credit and financial records employing investigative or credit agencies or bureaus of your choice subject to the provisions of the Fair Credit Reporting Act.

Signature _____ Date: _____

*Federal and state law requires that all applicants be considered without regarding to race, religion, color, sex, age or national origin. We believe in and fully support the principle of Equal Opportunity and will fulfill our obligation to the fullest.