

Application For Employment

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a nonjob-related medical condition or handicap, or any other legally protected status.

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any previous notice. The following requested information is voluntary.

Date _____ Signature _____

Last Name First Name Middle Name

Street Address City State Zip Code

Telephone Number(s) Social Security Number

Position applied for: _____

Have you ever filed an application with us before? 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

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 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 ever been convicted of a crime? Yes No

Conviction will not necessarily disqualify an applicant from employment.

If Yes, please explain _____

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Education

	Elementary School				High School				Undergraduate College/University				Graduate/Professional				
School Name and Location																	
Years Completed	4	5	6	7	8	9	10	11	12	1	2	3	4	1	2	3	4
Diploma/Degree																	

Former Employers (List below last four employers, starting with last one first.)

Date Month and Year	Name and Address of Employer	Salary	Position	Reason for leaving
From To				
From To				
From To				
From To				

Special Skills and Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

References

Give name, address and telephone number of three references who are not related to you and are not previous employers.

1. _____
2. _____
3. _____
4. _____

DO NOT WRITE BELOW THIS LINE

Interviewed by _____

Date _____

Neatness		Character	
Personality		Ability	

Date Hired

Position

Will Report

Salary