



# 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, or any other legally protected status.

## Personal Information

Please fill out in print all the below requested information.

Position(s) Applied For \_\_\_\_\_ Date of Application \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

How did you learn about us? \_\_\_\_\_

Have you ever worked for this company?  Yes  No

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

Do any of your friends or relatives work here?  Yes  No

If yes, state name and relationship \_\_\_\_\_

Are you currently employed?  Yes  No

Are you a citizen of the United States?  Yes  No

If no, are you authorized to work in the U.S.?  Yes  No

Date available for work \_\_\_\_\_ What is your desired salary range? \_\_\_\_\_

Are you available to work:  Full Time  Part Time  Seasonal

Are you available to work:  Mornings  Afternoons  Weekends  Anytime (flexible)

## Education

School	Name of School	Course of Study	Years Completed	Diploma/Degree
High School				
Undergraduate College				
Graduate/ Professional				

## Interests/Activities

Please indicate any interests or extra curricular activities you are involved in:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Work Experience**

Start with your present or last job. You may include job-related military assignments and volunteer activities.

Employer Name and Address	Employed From	Employed to	Position	Optional Starting Rate/Salary	Optional Ending Rate/Salary	Reason for leaving

Telephone# of employer: \_\_\_\_\_ Supervisor name: \_\_\_\_\_ May we contact :  Yes  NoBrief description of work performed:  
\_\_\_\_\_  
\_\_\_\_\_

Employer Name and Address	Employed From	Employed to	Position	Optional Starting Rate/Salary	Optional Ending Rate/Salary	Reason for leaving

Telephone# of employer: \_\_\_\_\_ Supervisor name: \_\_\_\_\_ May we contact :  Yes  NoBrief description of work performed:  
\_\_\_\_\_  
\_\_\_\_\_

Employer Name and Address	Employed From	Employed to	Position	Optional Starting Rate/Salary	Optional Ending Rate/Salary	Reason for leaving

Telephone# of employer: \_\_\_\_\_ Supervisor name: \_\_\_\_\_ May we contact :  Yes  NoBrief description of work performed:  
\_\_\_\_\_  
\_\_\_\_\_**References**

Name	Phone Number	Address	Relationship

**Extra Information**

Is there anything else you would like us to know, that would make you a strong candidate for the position.

\_\_\_\_\_  
\_\_\_\_\_

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_