



Application for Employment

We are an equal opportunity employer and will not discriminate in the hiring process on the basis of sex, religion, race, color, age disability, sexual orientation, marital or veteran status, national origin or genetic information.

POSITION(S) APPLIED FOR	DATE OF APPLICATION
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HOW DID YOU LEARN ABOUT US?

<input type="checkbox"/> ADVERTISEMENT	<input type="checkbox"/> RELATIVE	<input type="checkbox"/> INQUIRY
<input type="checkbox"/> EMPLOYMENT AGENCY	<input type="checkbox"/> FRIEND	<input type="checkbox"/> OTHER: _____

LAST NAME	FIRST NAME	MIDDLE NAME
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ADDRESS

TELEPHONE NUMBER(S)	SOCIAL SECURITY NUMBER
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Best time to contact you at home is: _____

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: _____

Do any of your friends or relatives, other than spouse, work here? Yes No

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.

Date available to work: _____

Desired salary range: _____

Are you available to work: Yes No

Full Time

Part Time (please indicate: mornings afternoons evenings)

Temporary (please indicate dates available: ___/___/___ - ___/___/___)

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

Can you travel if a job requires it? Yes No

EDUCATION

HIGH SCHOOL	LOCATION
COURSE OF STUDY:	DID YOU GRADUATE? YES <input type="checkbox"/> NO <input type="checkbox"/>
COLLEGE	LOCATION
COURSE OF STUDY:	DID YOU GRADUATE? YES <input type="checkbox"/> NO <input type="checkbox"/>
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL	LOCATION
COURSE OF STUDY:	DID YOU GRADUATE? YES <input type="checkbox"/> NO <input type="checkbox"/>

WORK EXPERIENCE

Please list all previous employment, beginning with the most recent. If you need more room, you may attach another sheet of paper.

EMPLOYER NAME AND ADDRESS			POSITION
START DATE (MONTH AND YEAR)	END DATE (MONTH AND YEAR)	SALARY	REASON FOR LEAVING
SUPERVISOR NAME AND TITLE			MAY WE CONTACT? YES <input type="checkbox"/> NO <input type="checkbox"/>
EMPLOYER NAME AND ADDRESS			POSITION
START DATE (MONTH AND YEAR)	END DATE (MONTH AND YEAR)	SALARY	REASON FOR LEAVING
SUPERVISOR NAME AND TITLE			MAY WE CONTACT? YES <input type="checkbox"/> NO <input type="checkbox"/>
EMPLOYER NAME AND ADDRESS			POSITION
START DATE (MONTH AND YEAR)	END DATE (MONTH AND YEAR)	SALARY	REASON FOR LEAVING
SUPERVISOR NAME AND TITLE			MAY WE CONTACT? YES <input type="checkbox"/> NO <input type="checkbox"/>
EMPLOYER NAME AND ADDRESS			POSITION
START DATE (MONTH AND YEAR)	END DATE (MONTH AND YEAR)	SALARY	REASON FOR LEAVING
SUPERVISOR NAME AND TITLE			MAY WE CONTACT? YES <input type="checkbox"/> NO <input type="checkbox"/>

Authorization and Acknowledgments

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

I authorize investigation of all statements contained in this application. I also grant permission to contact all references listed above, and authorize them to release all information concerning my previous employment and any other pertinent information these references might have, personal or otherwise. I release all parties from all liability for any damage that may result from furnishing this information to you.

I understand and agree that the company may obtain or have prepared a consumer/investigative consumer report concerning my prior employment, military record, education, credit worthiness, or credit standing, credit capacity, character, general reputation, personal characteristics, criminal background, or mode of living. By signing below, I authorize the company to obtain such a report.

I understand and agree that, if hired, my employment is for no definite period and may be terminated at any time without prior notice. I understand that nothing in this application constitutes an employment contract.

If employed, I will abide by the organization's rules and procedures.

APPLICANT SIGNATURE	DATE
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