

## **Employment Application**

| APPLICANT INFORMATION  |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
|--|-------------|-----------------------|---------|------------|---|--------------|----------|--|------|---------------|-------------|--|--|--|
| Last Name  |             |                       |         |            | First   |              |          |  | M.I. | Date          |             |  |  |  |
| Street Address   |             |                       |         |            |   | Date         |          |  |      | Date of Birth | te of Birth |  |  |  |
| City   |             |                       |         |            | State   |              |          |  |      | ZIP           |             |  |  |  |
| Phone  |             |                       |         |            | E-mail Address  |              |          |  |      |               |             |  |  |  |
| Date Available Social Secur  |             |                       |         | curity No. | urity No.   |              |          |  | Des  | sired Salary  |             |  |  |  |
| Position Applied for   |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| Are you a citizen of the United States? YES N                          |             |                       |         |            | ☐ If no, are you authorized to work in the U.S.? YES ☐ No |              |          |  |      |               | NO 🗆        |  |  |  |
| Are there any situations that may cause you to miss work occasionally? |             |                       |         |            | If yes, explain   |              |          |  |      |               |             |  |  |  |
| Have you ever been convicted of a felony? YES NO                       |             |                       |         |            | If yes, explain   |              |          |  |      |               |             |  |  |  |
|  |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| EDUCATION  |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| High School  | ool Address |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| From   | То          | Did you graduate?     |         | YES        | NO [  |              | ] Degree |  |      |               |             |  |  |  |
| College Ad   |             |                       |         |            | dress   |              |          |  |      |               |             |  |  |  |
| From   | То          | Did you graduate? YES |         |            | NO [  | NO Degree    |          |  |      |               |             |  |  |  |
| Other A  |             |                       | Address | ddress     |   |              |          |  |      |               |             |  |  |  |
| From   | То          | Did you gr            | YES     | NO Degree  |   |              |          |  |      |               |             |  |  |  |
|  |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| REFERENCES   |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| Please list three professional references.                             |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| Full Name  |             |                       |         |            |   | Relationship |          |  |      |               |             |  |  |  |
| Company  |             |                       |         |            | Pho   | Phone ( )    |          |  |      |               |             |  |  |  |
| Address  |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| Full Name  |             |                       |         |            |   | Relationship |          |  |      |               |             |  |  |  |
| Company  |             |                       |         |            |   | Phone ( )    |          |  |      |               |             |  |  |  |
| Address  |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |
| Full Name  |             |                       |         |            |   | Relationship |          |  |      |               |             |  |  |  |
| Company  |             |                       |         |            |   | Phone ( )    |          |  |      |               |             |  |  |  |
| Address  |             |                       |         |            |   |              |          |  |      |               |             |  |  |  |

| PREVIOUS EMP  | PLOYMENT          |                        |                     |            |  |                  |  |  |  |  |
|---|-------------------|------------------------|---------------------|------------|--|------------------|--|--|--|--|
| Company   |                   | Phone ( )              |                     |            |  |                  |  |  |  |  |
| Address   |                   | Supervisor             |                     |            |  |                  |  |  |  |  |
| Job Title Starting Salary   |                   |                        |                     | \$         |  | Ending Salary \$ |  |  |  |  |
| Responsibilities  |                   |                        |                     |            |  |                  |  |  |  |  |
| From  | То                | Reason for Leaving     | J                   |            |  |                  |  |  |  |  |
| May we contact you  | ur previous super | visor for a reference? | NO 🗆                |            |  |                  |  |  |  |  |
| Company   |                   | Phone ( )              |                     |            |  |                  |  |  |  |  |
| Address   |                   |                        |                     | Supervisor |  |                  |  |  |  |  |
| Job Title   |                   |                        | Starting Salary     | \$         |  | Ending Salary \$ |  |  |  |  |
| Responsibilities  |                   |                        |                     |            |  |                  |  |  |  |  |
| From  | То                | Reason for Leaving     |                     |            |  |                  |  |  |  |  |
| May we contact your previous supervisor for a reference? YES NO   |                   |                        |                     |            |  |                  |  |  |  |  |
| Company   |                   | Phone ( )              |                     |            |  |                  |  |  |  |  |
| Address   |                   | Supervisor             |                     |            |  |                  |  |  |  |  |
| Job Title   |                   | \$                     | \$ Ending Salary \$ |            |  |                  |  |  |  |  |
| Responsibilities  |                   |                        |                     |            |  |                  |  |  |  |  |
| From  | То                | Reason for Leaving     |                     |            |  |                  |  |  |  |  |
| May we contact your previous supervisor for a reference? YES NO   |                   |                        |                     |            |  |                  |  |  |  |  |
|   |                   |                        |                     |            |  |                  |  |  |  |  |
| MILITARY SERVICE  |                   |                        |                     |            |  |                  |  |  |  |  |
| Branch  |                   |                        | From                | То         |  |                  |  |  |  |  |
| Rank at Discharge   |                   | Type of Discharge      |                     |            |  |                  |  |  |  |  |
| If other than honorable, explain  |                   |                        |                     |            |  |                  |  |  |  |  |
| 1   |                   |                        |                     |            |  |                  |  |  |  |  |
| DISCLAIMER AND SIGNATURE  |                   |                        |                     |            |  |                  |  |  |  |  |
| 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  |                   |                        |                     |            |  |                  |  |  |  |  |