

**Date:** \_\_\_\_\_

**Position Applied for:** \_\_\_\_\_

**Location:** \_\_\_\_\_

## APPLICATION FOR EMPLOYMENT

*An Equal Opportunity Employer*

Last Name / First Name / Middle Initial		Social Security Number:		
Street Address / City / State / Zip Code		Phone Number:		
Do you currently have a valid driver's license, auto liability insurance and reliable transportation?		Have far will you be willing to travel to your assigned work location?		
Position Desired:	Wage/Salary Desired:	Full Time      Part Time      Temporary		
Date you can begin work?	Are you over 18?      Y      N Date of Birth(*):	How did you hear about this job?		
<b>- Your Education and Training -</b>				
Are you presently enrolled in school?	If yes, give name & address of school and expected degree date:			
Name of high school attended:	City / State	Graduate?	GED?	
Name of college or technical school:	City/State	Graduate?	Degree?	Major:
List any job-related skills or accomplishments, including military service:				
List any personal tools and/or equipment you have available to use for work (*):				

- Provide Three References Who Are Not Former Employers Who We May Contact -		
Name and Occupation	How do you know them, and for how long?	Phone Number

- Your Employment History -	
Name of Employer:	Job Title / Duties
Address:	Dates of Employment:
	From: To:
City / State / Zip Code	Hourly pay or salary:
	Starting pay: Ending pay:
Supervisor:	Reason for Leaving:
Telephone:	
Name of Employer:	Job Title / Duties
Address:	Dates of Employment:
	From: To:
City / State / Zip Code	Hourly pay or salary:
	Starting pay: Ending pay:
Supervisor:	Reason for Leaving:
Telephone:	
Name of Employer:	Job Title / Duties
Address:	Dates of Employment:
	From: To:
City / State / Zip Code	Hourly pay or salary:
	Starting pay: Ending pay:
Supervisor:	Reason for Leaving:
Telephone:	

Are you a veteran?	Y	N	Branch: _____
Have you ever been convicted of a felony?	Y	N	(if so, attach explanation)
Do you require special work accommodations?	Y	N	(if so, attach explanation)
Are you available to work weekends, if necessary?	Y	N	
Have you read the job description of the position you are applying for and understand its requirements?	Y	N	

**CAREFULLY READ EACH STATEMENT BEFORE SIGNING AT THE BOTTOM**

I certify that all of the information provided in this employment application is true and complete to the best of my knowledge, and I authorize investigation of all statements contained herein, including a criminal background, credit history, and will submit to a drug test as requested. I understand that any false or incomplete information may disqualify me from further consideration for employment and may result in my immediate discharge if discovered at a later date.

I authorize any person, school, current employer, past employers, and any other organizations to provide information concerning my previous employment and other relevant information that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

I have read, understand, and agree to the above.

Signature:	Date:
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(\*) indicates optional

**You must complete this application to be considered, even if you attach a resume.**

Below for Official Use Only: