



martin wood products

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APPLICATION FOR EMPLOYMENT

(To apply print or make a copy and fill out this document)

Today's Date _____

Name _____
Last First Middle

Present address _____

City _____ State _____ Zip _____

Cell phone _____ Email _____

POSITION

Position desired _____ Salary desired _____

Employment desired _____ Full-time only _____ Part-time only _____ Full- or part-time

How many hours can you work weekly? _____ When are you available to begin?

Have you ever been convicted of a crime? _____ No _____ Yes

If yes, please attach an explanation on a separate sheet including: the specific nature of the offense(s), when, where and disposition. (A conviction record will not necessarily be a bar to employment. Applicants are not required to disclose sealed or expunged records of conviction or arrest. This information will be used only for job-related purposes and only to the extent permitted by applicable law.)

EDUCATION

School and Location	Course or Major	# of Yrs Completed	Degree(s)
High School _____	<u>general</u> _____	_____	_____
College _____	_____	_____	_____
Bus. or Trade _____	_____	_____	_____
Other _____	_____	_____	_____

Current Licenses and/or Certificates _____

QUALIFICATIONS

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

EMPLOYMENT HISTORY

Please list your employment history for the beginning with your most recent job held.

Employer/Company Name _____

May we contact this person? _____

Address _____

Phone Number _____ Supervisor's Name _____

Employment dates: From _____ To _____ Salary: Start _____ Final _____

Reason for leaving _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Employer/Company Name _____

May we contact this person? _____

Address _____

Phone Number _____ Supervisor's Name _____

Employment dates: From _____ To _____ Salary: Start _____ Final _____

Reason for leaving _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.



REFERENCES

Please list 2 - 3 references other than relatives or previous employers.

Name _____

Position _____

Company _____

Address _____

Telephone _____

Name _____

Position _____

Company _____

Address _____

Telephone _____

Name _____

Position _____

Company _____

Address _____

Telephone _____

MILITARY

Have you ever been in the armed forces? _____ Yes _____ No Branch _____

Specialty _____ Date Entered _____ Discharge Date _____



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