



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.



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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.



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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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