

Application for Employment



Position You are Applying For _____

Desired Salary _____

Date Available to work _____

Personal Information

Last Name _____

First Name _____

Middle Name _____

Address _____

City _____

State _____

Zip code _____

Home Phone: _____ Cell Phone: _____ Email Address: _____

Social Security Number: _____ Are you a U.S. Citizen? ☐ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☐ No

If selected for employment are you willing to submit to a pre-employment drug screening test? ☐ Yes ☐ No

Education Information

School Name	Location	Years Attended	Degree Received	Major

Other training, certifications or licenses held: _____

EMPLOYMENT

Employer: _____ Dates Employed: _____

Work Phone: _____ Position: _____ Pay Rate: _____

Address: _____ City: _____ State: _____

Duties Performed: _____

Supervisors Name: _____ Title: _____

Reason for leaving: _____

May we contact them? ☐ Yes ☐ No

REFERENCES

Name	TITLE	COMPANY	PHONE	YEARS ACQUAINTED

Acknowledgement and Authorization

☐ I certify that all answers given herein are true and complete to the best of my knowledge.

☐ I authorize investigation of all statements contained in the application for employment as may be necessary in arriving at an employment decision.

☐ In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Signature of Applicant _____

Date: _____