# Employee Application Form

Thank you for your interest in joining [Company Name]. Please complete this application form thoroughly and accurately. By signing this application, you confirm your authorization for the company to conduct necessary background checks and agree to the outlined policies, including drug testing.

## Personal Information

* Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Credentials

* Position Applied For: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Highest Level of Education: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Professional Certifications: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Work Experience (attach résumé if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Authorization for Background Check

I, the undersigned applicant, hereby authorize [Company Name] to conduct all necessary background checks as part of the employment evaluation process. This includes, but is not limited to, verification of education credentials, employment history, criminal records, and references. I understand that this process is essential for assessing my suitability for employment.

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

## Drug Testing Policy

[Company Name] is committed to maintaining a safe and productive work environment. As part of the hiring process, all candidates are required to undergo a drug test conducted by an authorized testing facility. By signing this application, I acknowledge and agree to comply with this policy. A positive test result or refusal to take the test may disqualify me from employment consideration.

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

## Certification

I, the undersigned, certify that all information provided in this application is truthful and accurate to the best of my knowledge. I acknowledge that any misrepresentation, falsification, or omission of information may result in the rejection of my application or termination of employment.

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