# 

# Employment Application

## Applicant Information

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Full Name: |  | | | |  | | | |  | SSN: |  | |
|  | Last | | | | First | | | | M.I. |  |  | |
| Address: |  | | | | | | | | | |  | |
|  | Street Address | | | | | | | | | | Apartment/Unit # | |
|  |  | | | | | | | |  | |  | |
|  | City | | | | | | | | State | | ZIP Code | |
| Phone: |  | | | | | Email | |  | | | | |
| Are there any hours you are not able to work: | | | |  | | | | | | | | |
| Are you a citizen of the United States? | | | YES | | NO | | If no, are you authorized to work in the U.S.? | | | | YES | NO |
| If selected, are you willing to submit to a drug screening test? | | | YES | | NO | |
| Have you ever been convicted of a felony? | | | YES | | NO | |  | | | | | |
| If yes, explain: | |  | | | | | | | | | | |

## Education

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| High School: | | |  | | | | Address: |  | | | |
| From: |  | | | To: |  | Did you graduate? | | YES | NO | Diploma: |  |
| College: | |  | | | | | Address: |  | | | |
| From: |  | | | To: |  | Did you graduate? | | YES | NO | Degree: |  |
| Other: | |  | | | | | Address: |  | | | |
| From: |  | | | To: |  | Did you graduate? | | YES | NO | Degree: |  |

## References

Please list three references.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Full Name: |  | | Relationship: |  |
| Company: |  | | Phone: |  |
| Address: |  | | | |
|  |  | |  |  |
| Full Name: |  | | Relationship: |  |
| Company: |  | | Phone: |  |
| Address: | |  | | |
|  |  | |  |  |
| Full Name: |  | | Relationship: |  |
| Company: |  | | Phone: |  |
| Address: |  | | | |

## Previous Employment

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Company: |  | | | | | | | | | | Phone: |  | |
| Address: |  | | | | | | | | | | Supervisor: |  | |
| Job Title: |  | | | | | Starting Salary: | | | $ | | Ending Salary: | | $ |
| Responsibilities: | | |  | | | | | | | | | | |
| From: | |  | | To: |  | | Reason for Leaving: | | | |  | | |
| May we contact your previous supervisor for a reference? | | | | | | | | YES | | NO |  | | |
|  | | | | | | | |  | |  |  | | |
|  | | | | | | | |  | |  |  | | |
| Company: |  | | | | | | | | | | Phone: |  | |
| Address: |  | | | | | | | | | | Supervisor: |  | |
| Job Title: |  | | | | | Starting Salary: | | | $ | | Ending Salary: | | $ |
| Responsibilities: | | |  | | | | | | | | | | |
| From: | |  | | To: |  | | Reason for Leaving: | | | |  | | |
| May we contact your previous supervisor for a reference? | | | | | | | | YES | | NO |  | | |
|  | | | | | | | |  | |  |  | | |
|  | | | | | | | |  | |  |  | | |
| Company: |  | | | | | | | | | | Phone: |  | |
| Address: |  | | | | | | | | | | Supervisor: |  | |
| Job Title: |  | | | | | Starting Salary: | | | $ | | Ending Salary: | | $ |
| Responsibilities: | | |  | | | | | | | | | | |
| From: | |  | | To: |  | | Reason for Leaving: | | | |  | | |
| May we contact your previous supervisor for a reference? | | | | | | | | YES | | NO |  | | |

## Military Service

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Branch: |  | | | | From: |  | To: |  |
| Rank at Discharge: | |  | | Type of Discharge: | |  | | |
| If other than honorable, explain: | | |  | | | | | |

## Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. I understand and agree that unless I am offered a specific written contract of employment, my employment is at will, and the company has the right to terminate my employment at any time for any reason. I authorize investigation of all statements and references contained in this application.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |