###  Logo, company name  Description automatically generated

| Applicant Information |
| --- |
| Last Name: |  | First: |  | M.I. | Date |  |
| Street Address: |  | Apartment/Unit # |  |
| City: |  | State: |  | ZIP: |  |
| Phone: |  | E-mail Address: |  |
| Date Available: |  | Location: |  | Desired Salary: |  |
| Position Applied for: |  |
| Are you a citizen of the United States? | YES ☐ | NO ☐ | If no, are you authorized to work in the U.S.? | YES ☐ | NO ☐ |
| Have you ever worked for this company? | YES ☐ | NO ☐ | If so, when? |  |
| Have you ever been convicted of a felony? | YES ☐ | NO ☐ | If yes, explain |  |
| Are you 18 years of age or older? | YES ☐ | NO ☐ | If yes, explain |  |
|  |
| Education |
| High School |  | Address: |  |
| From |  | To |  | Did you graduate? | YES ☐ | NO ☐ | Degree |  |
| College |  | Address: |  |
| From |  | To |  | Did you graduate? | YES ☐ | NO ☐ | Degree |  |
| Other |  | Address: |  |
| From |  | To |  | Did you graduate? | YES ☐ | NO ☐ | Degree |  |
|  |
| References |
| *Please list two personal references.* |
| Full Name; |  | Relationship: |  |
| Company: |  | Phone: | ( ) |
| Address: |  |
| Full Name: |  | Relationship: |  |
| Company: |  | Phone: | ( ) |
| Address: |  |
| Shift preferences |
| *Please check shift preferences and note any days and/or hours that you will be* ***UNAVAILABLE*** *for work.* |
| Day |  Monday Tuesday Wednesday Thursday Friday Saturday Sunday |
| Shift |  Open Day Night Close Other (please explain) |
| Unavailable: |  |

| 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. 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 |  |