

## Employment Application

First Name	Last Name	Middle Name	
Home Address	City	State	Zip Code
Cell Phone	Office Phone	Home Phone	
Email Address			

Position you are applying for? \_\_\_\_\_

Expected salary range? \_\_\_\_\_

How did you hear about this job opening? \_\_\_\_\_

## Work Experience Section

### 1. Work/Business Experience: (Please start with most recent)

Business Name: \_\_\_\_\_ Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Start Date (Month/Year): \_\_\_\_\_ End Date: (Month/Year): \_\_\_\_\_

Type of Business: \_\_\_\_\_ Number of Employees: \_\_\_\_\_

Your Title: \_\_\_\_\_ Total People Who Reported to You: \_\_\_\_\_

Name of Your Supervisor: \_\_\_\_\_ Supervisor Title: \_\_\_\_\_

Supervisor Email Address: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

What did you like most about this job? \_\_\_\_\_

\_\_\_\_\_

What did you like least about this job? \_\_\_\_\_

\_\_\_\_\_

Why did you leave or consider leaving? \_\_\_\_\_

\_\_\_\_\_

# Employment Application

Salary When You Started Working \$ _____	Base Salary \$ Comission \$ Bonus \$ Other \$	Salary When You Ended Working \$ _____	Base Salary \$ Comission \$ Bonus \$ Other \$
---	--	---	--

How many hrs/week do you normally work now? \_\_\_\_\_

How many hrs/week are you willing to work if you got this job? \_\_\_\_\_

Please describe your typical day and week at your current or most recent job: \_\_\_\_\_

---

---

---

---

What do you like most about your boss/supervisor now? \_\_\_\_\_

What do you like least about your boss/supervisor now? \_\_\_\_\_

What would your boss/supervisor say are your strengths? \_\_\_\_\_

What would your boss/supervisor say are your weaknesses? \_\_\_\_\_

What motivated you to start looking for new opportunities for employment? \_\_\_\_\_

What specific characteristics are you looking for in a new company and in a new role and why? \_\_\_\_\_

What attracted you to this role within our company? Why is our company the best fit for you as a company and why are YOU the best fit for this role? \_\_\_\_\_

Please describe what "entrepreneur" means to you and explain why you feel that you are entrepreneurial using examples from your life. \_\_\_\_\_

---

---

## 2. Work/Business Experience:

Business Name: \_\_\_\_\_ Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Start Date (Month/Year): \_\_\_\_\_ End Date: (Month/Year): \_\_\_\_\_

Type of Business: \_\_\_\_\_ Number of Employees: \_\_\_\_\_

Your Title: \_\_\_\_\_ Total People Who Reported to You: \_\_\_\_\_

Name of Your Supervisor: \_\_\_\_\_ Supervisor Title: \_\_\_\_\_

Supervisor Email Address: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

What did you like most about this job? \_\_\_\_\_

---

What did you like least about this job? \_\_\_\_\_

Why did you leave or consider leaving? \_\_\_\_\_

Salary When You Started Working \$ _____	Base Salary \$ Comission \$ Bonus \$ Other \$	Salary When You Ended Working \$ _____	Base Salary \$ Comission \$ Bonus \$ Other \$
---	--	---	--

### 3. Work/Business Experience:

Business Name: \_\_\_\_\_ Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Start Date (Month/Year): \_\_\_\_\_ End Date: (Month/Year): \_\_\_\_\_

Type of Business: \_\_\_\_\_ Number of Employees: \_\_\_\_\_

Your Title: \_\_\_\_\_ Total People Who Reported to You: \_\_\_\_\_

Name of Your Supervisor: \_\_\_\_\_ Supervisor Title: \_\_\_\_\_

Supervisor Email Address: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

What did you like most about this job? \_\_\_\_\_

What did you like least about this job? \_\_\_\_\_

Why did you leave or consider leaving? \_\_\_\_\_

Salary When You Started Working \$ _____	Base Salary \$ Comission \$ Bonus \$ Other \$	Salary When You Ended Working \$ _____	Base Salary \$ Comission \$ Bonus \$ Other \$
---	--	---	--

## Education Section

### High School

High School Name: \_\_\_\_\_ Location: \_\_\_\_\_

Approximate Number in Graduating Class: \_\_\_\_\_ Rank from the Top (Est): \_\_\_\_\_

Grade Point Average: \_\_\_\_\_

Extracurricular Activities: \_\_\_\_\_

Awards, Offices, Honors: \_\_\_\_\_

Part Time/Summer Work: \_\_\_\_\_

### College/Graduate School

Name / Location	Date From	Date To	Degree Earned	Major	GPA	Honors

# Employment Application

What courses did you enjoy most? Why? \_\_\_\_\_

What courses did you enjoy least? Why? \_\_\_\_\_

How was your education financed? \_\_\_\_\_

Part time/summer jobs? \_\_\_\_\_

What did you like most about college? \_\_\_\_\_

## Current Activities Section

Member in job or professional organizations: (You may exclude groups that indicate race, color, religion, national origin, disability, or other protected status)? \_\_\_\_\_

Professional licenses, designations, patents, special honors, publications? \_\_\_\_\_

What abilities or qualifications will help you succeed in this job? \_\_\_\_\_

What are your weak points you need work on? \_\_\_\_\_

## Goals Section

Please list your goals for this year

### **Financial:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### **Business/Career:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### **Personal:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## Hobbies & Interests Section

Please list any activities/clubs/interests you have that are not work related? \_\_\_\_\_

What are your favorite personal development books and why? What impact have they had on your life? \_\_\_\_\_

---

---

---

## Career Needs

Are you willing to relocate? Yes \_\_\_\_\_ No \_\_\_\_\_ Explain? \_\_\_\_\_

How many days a month of travel would be acceptable? \_\_\_\_\_

What are your career objectives? \_\_\_\_\_

---

## Reference/Background Check

Are you authorized to work for any employer in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of fraud, larceny, or a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, please explain... \_\_\_\_\_

Would you be willing to arrange reference calls with supervisors you've had in the past decade, as a last step before a final job offer? Yes \_\_\_\_\_ No \_\_\_\_\_

I certify that answers given in this Employment Application are true, accurate and complete to the best of my knowledge. I authorize investigation into all statements I have made on this Form as may be necessary for reaching an employment decision. I understand that I may be asked to arrange reference calls with managers I've worked for.

In the event I am employed, I understand that any false or misleading information I knowingly provided in my Employment Application or interview(s) may result in discharge and/or legal action. I understand that if employed, I am required to abide by all rules and regulations of the employer and any special agreements reached between the employer and me. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete this form and email to: [info@steadfastunited.com](mailto:info@steadfastunited.com)