



## Employment Application

### Applicant Information

<b>Full Name</b>	<i>Last</i>	<i>First</i>	<i>M.I.</i>	<b>DOB</b>	

<b>Address</b>	<i>Street</i>	<i>Apt/Unit #</i>

<i>City</i>	<i>State</i>	<i>ZIP</i>

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date Available to Start: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Location & 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 yes, when? \_\_\_\_\_

Are you willing to submit to a drug 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 ☐ YES ☐ Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES ☐ YES ☐ Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES ☐ YES ☐ Degree: \_\_\_\_\_

## References

**Please list three professional references.**

Full Name:		Relationship:	
Company:		Phone:	
Full Name:		Relationship:	
Company:		Phone:	
Full Name:		Relationship:	
Company:		Phone:	

## Previous Employment

### Position #1

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  
    ☐                    ☐

### Position #2

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  
    ☐                    ☐

## Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge. I authorize investigation of all above statements in this application as may be necessary to making an employment decision.*

*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: \_\_\_\_\_