

EMPLOYMENT APPLICATION

Applications are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or in the presence of a non-related medical condition or handicap.

Name _____ Date _____

Address _____ Phone # _____

City _____ State _____ Zip _____ Social Security # _____

Date of Birth _____ Are you a citizen of the United States of America? Yes No

Have you applied here before? Yes No When? _____ Position applied for? _____

Date you can start _____ Full time Part time Temporary

Position you are applying for? _____ Salary Desired _____

EMPLOYMENT EXPERIENCE; Start with your present job or last job. Include military assignments and other volunteer activities. Exclude organizational names which indicate race, color, religion, sex, or national origin.

Employer 1 _____

Address _____ City _____ State _____ Zip _____

Phone # _____ Supervisors' Name _____

Job Title _____ Reason for leaving _____

Dates of Employment: From _____ To _____ Salary or Hourly rate _____

Employer 2 _____

Address _____ City _____ State _____ Zip _____

Phone # _____ Supervisors' Name _____

Job Title _____ Reason for leaving _____

Dates of Employment: From _____ To _____ Salary or Hourly rate _____

Employer 3 _____

Address _____ City _____ State _____ Zip _____

Phone # _____ Supervisors' Name _____

Job Title _____ Reason for leaving _____

Dates of Employment: From _____ To _____ Salary or Hourly rate _____

EMPLOYMENT APPLICATION PART 2

EDUCATION

Schools/Colleges Attended:	# Years	Year Grad.	Subjects Studied
Grammar School _____	_____	-- _____ --	_____
High School _____	_____	-- _____ --	_____
College _____	_____	-- _____ --	_____
Trade or Business School _____	_____	-- _____ --	_____

Describe any special qualifications or skills that might be useful for this position:

References:	Name	Address	Business	Years Acquainted	Phone #
1:	_____	_____	_____	_____	_____
2:	_____	_____	_____	_____	_____
3:	_____	_____	_____	_____	_____

Do you have a valid drivers license [] Yes [] No

Drivers License # _____ State _____ Expiration _____

Are you a veteran of the U.S. Military service? [] Yes [] No If yes what was your rank? _____

Are You Employed Now [] Yes [] No If yes may we inquire of your present employer? [] Yes [] No

Have you ever been convicted of a felony or misdemeanor in the last five years? [] Yes [] No If yes please describe _____

Are there any physical limitations that preclude you from performing any work for which you are being considered [] Yes [] No? If yes please explain _____

In case of Emergency please notify _____
Name Address Phone No.

I CERTIFY that answers given herein are true and complete to the best of my knowledge. I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not intended to be a contract of employment. In the event of employment, I understand that false or misleading information given on my application or interview may result in termination.

Signature _____ Date _____

For Personnel Department only

Remarks _____

Interview report by _____