

APPLICATION FOR EMPLOYMENT

It is our policy to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religion, belief, sex, age, national origin, ancestry, physical or mental handicap, or veteran status.

MUST BE FILLED OUT COMPLETELY

Name: Last _____ Date: _____

First _____ MI _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone: (____) _____ Email: _____

Position Applied For: _____

How did you hear of this opening?: _____

Date available to start: _____ Desired Wage/hr: _____

Are you a U.S. Citizen or otherwise authorized to work in the United States on an unrestricted basis?

YES NO

Are you looking for full time employment? YES NO

Are there any commitments that would preclude you from meeting job schedules for the position applying for?

YES NO IF YES explain: _____

Have you ever been convicted of a felony? YES NO

IF YES explain circumstances: _____

Education:

Name/Location of High School attended: _____

Last grade level completed: _____

College: _____

Business or Trade School: _____

In addition to your work history, are there any other skills, qualifications, or experience we should consider?

Employment History: (Start with your most recent employer)

1. Company Name: _____

Address: _____ Phone: _____

Start Date: _____ Starting Position: _____

End Date: _____ Ending Position: _____

Name of Supervisor: _____ May we contact? YES NO

Responsibilities: _____

2. Company Name: _____

Address: _____ Phone: _____

Start Date: _____ Starting Position: _____

End Date: _____ Ending Position: _____

Name of Supervisor: _____ May we contact? YES NO

Responsibilities: _____

3. Company Name: _____

Address: _____ Phone: _____

Start Date: _____ Starting Position: _____

End Date: _____ Ending Position: _____

Name of Supervisor: _____ May we contact? YES NO

Responsibilities: _____

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. This company is hereby authorized to make any investigations of my prior educational and employment history. I understand that employment at this company is 'at will' which means that either I or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. I understand that no supervisor, manager, or executive of this company, other than the president has the authority to alter the foregoing.

Signature _____ Date _____