



Application for Employment

Date _____

Last name _____ First name _____ Middle name _____

Street Address _____

City _____ State _____ Zip _____

Phone _____ Phone _____

Email _____ Social Security # _____

Position applied for _____ Desired Wage \$ _____

How did you hear of this opening? _____

Available Start Date _____

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? (You may be required to provide documentation.) Yes No

Are you looking for full-time employment? Yes No

Are you seeking part-time employment? Yes No

Are you seeking an internship opportunity? Yes No

What is your availability?

MON	TUES	WED	THURS	FRI	SAT	SUN

Have you ever been convicted of a felony? (This will not necessarily affect your application.)
 Yes No

If yes, please describe conditions. _____



Education

School Name and Location	Year	Degree
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Other Training _____	_____	_____

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

Certifications	Expiration
_____	_____
_____	_____
_____	_____
_____	_____

Employment History *(Start with most recent employer)*

Company _____ Phone _____
Dates of Employment _____ / _____ to _____ / _____ <i>(Format mm/yy)</i>
Name of Supervisor _____ May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Responsibilities _____
Reason for leaving _____



Company_____	Phone_____
Dates of Employment ____/____/____ to ____/____/____ (<i>Format mm/yy</i>)	
Name of Supervisor _____	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Responsibilities _____	

Reason for leaving _____	

Company_____	Phone_____
Dates of Employment ____/____/____ to ____/____/____ (<i>Format mm/yy</i>)	
Name of Supervisor _____	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Responsibilities _____	

Reason for leaving _____	

*Attach additional information if necessary.

NOTE: Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, ancestry, physical or mental disability, or veteran status.

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. All employment is continued on that basis. I understand that no supervisor, manager, or executive of this company, other than the president, has any authority to alter the foregoing.

Signature_____ Date _____