



## 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 \_\_\_\_\_

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

If you are under 18 years of age, can you provide required proof of your work eligibility?  Yes  No

Have you ever been convicted of a crime (felony or misdemeanor) other than a traffic infraction?

Yes  No If Yes, please explain: \_\_\_\_\_

Position applied for? \_\_\_\_\_ Have you applied here before?  Yes  No When? \_\_\_\_\_

Are you currently employed?  Yes  No May we contact your present employer?  Yes  No

Date Available \_\_\_\_\_  Full time  Part time  Temporary  Other \_\_\_\_\_

**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 \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Supervisors' Name \_\_\_\_\_

Job Title \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly rate \_\_\_\_\_

---

Employer \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Supervisors' Name \_\_\_\_\_

Job Title \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly rate \_\_\_\_\_

---

Employer \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Supervisors' Name \_\_\_\_\_

Job Title \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly rate \_\_\_\_\_

---

EMPLOYMENT APPLICATION PAGE 2

EDUCATION

Schools/Colleges Attended:

# Years

Year Grad.

Degree

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Describe any specialized training, skills, professional memberships, etc:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EMPLOYMENT REFERENCES

Please give name, title, company name and telephone number of three references:

Reference Name

Title

Company

Telephone Number

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

EMPLOYMENT APPLICATION PAGE 3

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 \_\_\_\_\_

---

---

Interviewed By: \_\_\_\_\_

Date: \_\_\_\_\_

