



# Application for Employment

Equal Opportunity Employer

Please fill out in entirety. Thank You

**Date:**

## Personal Information

LAST NAME		FIRST NAME		MIDDLE INITIAL	SOCIAL SECURITY NO.	
ADDRESS		CITY		STATE	ZIP CODE	
HOME PHONE ( )		CELL PHONE ( )		EMERGENCY PHONE NO. ( )		
REFERRED BY:		EMERGENCY CONTACT NAME		CONTACT RELATIONSHIP		

## Employment Desired

POSITION:	DATE YOU CAN START:	WAGE DESIRED:
Are you employed? ____ YES ____ NO		If so, may we inquire of your last employer? ____ YES ____ NO
Ever applied to this company before? ____ YES ____ NO		If so, approximatley when? ____ YES ____ NO

## Education History

Name & Location of School	Years Attended	Did You Graduate?	Subjects Studied
Elementary School			
High School			
Higher Education (College, Trade, Business School)			

## General Information

Subjects of special study/research work or special training/skills.

U.S. MILITARY OR NAVAL SERVICE		RANK
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## Former Employers

(LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST)

Date Month and Year	Name & Address of Employer	Position	Wage	Reason for Leaving
From				
To				
From				
To				
From				
To				

# References

Name three people not related to you, whom you have known at least one year.

Name	Phone Number	Relationship	Years Known
		Please fill out in entirety. Thank You	

**Authorization**

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand, that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws."

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

Office use: do not write below this line

**Remarks**

<i>Date Hired</i>	<i>Location</i>	<i>Department</i>	<i>Start Date</i>	<i>Salary/Wages</i>

Interviewed By \_\_\_\_\_ Date \_\_\_\_\_