

Application for Employment

Position You Are Applying For _____

Desired Salary _____

Date Available for Work: _____

PERSONAL INFORMATION

Last Name _____				First Name _____		Middle _____	
Address _____			City _____		State _____	Zip _____	
Home Phone: _____		Cell Phone: _____		Email address: _____			
Social Security Number: _____							
Are you a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No							
Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No							
If selected for employment are you willing to submit to a pre-employment drug screening test? <input type="checkbox"/> Yes <input type="checkbox"/> No							

EDUCATION

School Name	Location	Years Attended	Degree Received	Major

Other training, certifications or licenses held: _____

EMPLOYMENT

Employer: _____		Dates Employed: _____	
Work Phone: _____		Pay Rate: \$ _____	to _____
Address: _____			
City: _____		State: _____	Zip: _____
Position: _____			
Duties Performed: _____			
Supervisors Name and Title: _____			
Reason for leaving: _____			
May we contact them? <input type="checkbox"/> Yes <input type="checkbox"/> No			

REFERENCES

Name	Title	Company	Phone

Acknowledgement and Authorization

- I certify that all answers given herein are true and complete to the best of my knowledge.
- I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision
- In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Signature of Applicant _____ Date _____



On what date are you available to begin in employment?

How many hours/days per week would you ideally like to be scheduled?

Will you be working another job? If so what are your scheduled days/hours there?

Weekend and holiday availability is required. Is this a problem?

Do you have any vacations planned? If so, when are they?

Are you available to work in the spring and or fall?