

Application for Employment

Please fill out form completely. Thank you.

We are an equal opportunity employer and do not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

Applicant Name: _____ Date _____

Mailing Address: _____ City _____

State: _____ Zip code: _____ email: _____

Phone: _____ Cell Phone: _____

Social Security _____

How were you referred to us? _____

Position(s) applied for or type of work desired: _____

Type of work desired: _____ FULL TIME _____ PART TIME

Date Available to start work: _____

Are you able to meet attendance requirements? _____ YES _____ NO

Any objection to working overtime if necessary? _____ YES _____ NO

Can you travel if required by this position? _____ YES _____ NO

Have you ever been previously employed by our company? _____ YES _____ NO

If you are under 18yrs can you furnish a work permit if required? _____ YES _____ NO

Have you been convicted of a crime in the last 7 yrs.? _____ YES _____ NO

If yes please explain: _____

Driver's License (If driving is essential part of job) _____

EMPLOYMENT HISTORY: Please provide us with your past four employers starting with the most recent.

Employer _____ Position Held _____

Address _____ Phone _____

Supervisor _____ Employed From _____ to _____

Job summary _____

Reason for leaving _____ Wage _____

Employer _____ Position Held _____

Address _____ Phone _____

Supervisor _____ Employed From _____ to _____

Job summary _____

Reason for leaving _____ Wage _____

(Continued on back)

Employer _____ Position Held _____
Address _____ Phone _____
Supervisor _____ Employed From _____ to _____
Job summary _____ Wage _____
Reason for leaving _____

Employer _____ Position Held _____
Address _____ Phone _____
Supervisor _____ Employed From _____ to _____
Job summary _____ Wage _____
Reason for leaving _____

Other Skills / Certifications and Qualifications: _____

EDUCATION:

High School _____ Graduate _____ Yes _____ No _____
College _____ Degree _____
Technical College _____
Other _____

REFERENCES: List 3 character references, please do not use relatives or employers.

Name _____ Phone _____ Yrs Known _____
Name _____ Phone _____ Yrs Known _____
Name _____ Phone _____ Yrs Known _____

I hereby authorize the potential employer to contact, obtain and verify the accuracy of the information contained in this application from all previous employers, educational institutions, and references. I also hereby release from liability the potential employer and its representatives for seeking, gathering and using such information to make employment decisions and all other persons or organizations for providing such information. I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment, whenever it may be discovered. If I am employed, I acknowledge that there is no specific length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of federal or state law. I understand that it is a policy of this organization not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA. I further understand that if I am employed I will be required to provide satisfactory proof of identity and legal work authorization within three (3) days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment. I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Applicant signature _____ Date _____