



Application for Employment

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 applications requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

Applicant name: _____ Date: _____

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

Address: _____

Telephone #: _____ Social Security #: _____

Type of employment desired: Full Time, Part Time, Temporary Date available to start: _____

Are you able to meet the attendance requirements? Yes _____ No _____

Do you have any objection to working overtime? Yes _____ No _____

Have you ever been previously employed by our organization? Yes _____ No _____

Can you submit proof of legal employment authorization and identity? Yes _____ No _____

If you are under 18, can you furnish a work permit if it is required? Yes _____ No _____

Have you been convicted of a crime in the last 7 years? Yes _____ No _____

If yes, please explain (a conviction will not automatically bar employment): _____

Drivers license number: _____

How were you referred to us? _____

Employment History

Please provide all employment information for your past 3 employers starting with the most recent.

Employer: _____ Position held: _____

Address: _____ Telephone: _____

Immediate supervisor and title: _____

Dates employed: From _____ To _____ Salary: _____

Job Summary: _____

Reason for leaving: _____

Employer: _____ Position held: _____

Address: _____ Telephone: _____

Immediate supervisor and title: _____

Dates employed: From _____ To _____ Salary: _____

Job Summary: _____

Reason for leaving: _____

Employer: _____ Position held: _____
Address: _____ Telephone: _____
Immediate supervisor and title: _____
Dates employed: From _____ To _____ Salary: _____
Job Summary: _____
Reason for leaving: _____

Other Skills and Qualifications:

Summarize any job-related training, skills, licenses, certificates and/or qualifications; include any experience relevant to the position applying for: _____

Educational History

High School

School Name: _____ Years Completed: _____
Course of Study: _____ Degrees Earned: _____

College

School Name: _____ Years Completed: _____
Course of Study: _____ Degrees Earned: _____

Technical Training

School Name: _____ Years Completed: _____
Course of Study: _____ Degrees Earned: _____

References

List 3 references; Names, telephone numbers, years known, and relationship (do not include relatives):

I give permission to contact employers listed on this application (check all that apply):

Current employer _____ Past employers _____

I hereby authorize the potential employer to contact, obtain, and verify the accuracy of information contained in this application. I also hereby release from liability the potential employer and its representatives for seeking, gathering, and using such information to make employment decisions. 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 if I am employed, at the time of discovery.

Applicant Signature: _____ Date: _____