



APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, handicap, or national origin.

PERSONAL INFORMATION

Name _____ Social Security Number _____
Last First M.I.

Address _____
Street City State Zip

Date of Birth _____ Age _____ Sex M F Phone _____ Mobile _____
(Area Code) (Area Code)

In case of emergency, notify _____
Name Address Phone

Have you ever been convicted of a felony? Yes No If Yes, explain _____

Are you currently employed? Yes No If so, may we inquire of your present employer? _____

Are you a U.S. citizen? Yes No U.S. Military or Naval Service? Yes No Rank _____ Referred by _____

EMPLOYMENT DESIRED

Position _____ Date you can start _____ Salary desired _____

Skills/qualifications _____

EDUCATION

	School name and location	Years attended	Date graduated	Subjects studied/degree earned
Grammar School				
High School				
College				
Graduate, Trade, or Business School				

PHYSICAL RECORD

List any physical defects _____

Were you ever injured? Yes No Give details: _____

Have you any defects in hearing? _____ In vision? _____ In speech? _____

(Continued on other side)

FORMER EMPLOYERS

LIST LAST FOUR EMPLOYERS, BEGINNING WITH THE LAST EMPLOYER FIRST

Date (month/year)	Employer name and address	Salary	Position	Reason for leaving
From				
To				
From				
To				
From				
To				
From				
To				

REFERENCES

LIST THREE PERSONS NOT RELATED TO YOU WHOM HAVE KNOWN YOU FOR AT LEAST ONE YEAR

NAME	ADDRESS	BUSINESS/OCCUPATION	YEARS ACQUAINTED
1			
2			
3			

AUTHORIZATION

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR DISMISSAL. FURTHER, I UNDERSTAND AND AGREE THAT MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES/SALARY, BE TERMINATED AT ANY TIME WITHOUT PREVIOUS NOTICE.

Signature _____

Date _____

DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY

Interviewed by _____

Date _____

Neatness		Character	
Personality		Ability	

Remarks _____

Hired	For dept.	Position	Will Report	Salary/Wage
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Approved: 1. _____

2. _____

3. _____

Employment Manager

Dept. Head

General Manager