

## **Employment Application**

| Applicant Information                                          |                        |          |             |                                                       |              |              |   |            |        |  |  |
|----------------------------------------------------------------|------------------------|----------|-------------|-------------------------------------------------------|--------------|--------------|---|------------|--------|--|--|
| Last Name                                                      |                        |          | First       |                                                       |              |              |   | M.I.       | Date   |  |  |
| Street Address                                                 |                        |          |             |                                                       |              |              |   | Apartment/ | Unit # |  |  |
| City                                                           |                        |          |             | State                                                 |              |              |   | ZIP        |        |  |  |
| Phone                                                          |                        |          |             | E-mail Address                                        |              |              |   |            |        |  |  |
| Date Available Social Se                                       |                        |          | ecurity No. |                                                       |              | sired Salary |   |            |        |  |  |
| Position Applied for                                           |                        |          |             |                                                       |              |              |   |            |        |  |  |
| Are you a citizen of the United States?                        |                        |          |             | If no, are you authorized to work in the U.S.? YES NO |              |              |   |            | 10 🗆   |  |  |
| Have you ever worked for this company? YES □ NO □ If so, when? |                        |          |             |                                                       |              |              |   |            |        |  |  |
| Have you ever been convicted of a felony? YES ☐ NO ☐           |                        |          |             | If yes, explain                                       |              |              |   |            |        |  |  |
|                                                                |                        |          |             |                                                       |              |              |   |            |        |  |  |
| Education                                                      |                        |          |             |                                                       |              |              |   |            |        |  |  |
| High School                                                    |                        | Address  |             |                                                       |              |              |   |            |        |  |  |
| From To                                                        | Did you g              | raduate? | YES 🗌       | NO [                                                  | ] [          | Degree       |   |            |        |  |  |
| College                                                        |                        |          |             |                                                       |              |              |   |            |        |  |  |
| From To                                                        | Did you graduate?      |          | YES 🗌       | NO Degree                                             |              |              |   |            |        |  |  |
| Other                                                          |                        |          | Address     |                                                       |              |              |   |            |        |  |  |
| From To                                                        | m To Did you graduate? |          | YES 🗌       | NO Degree                                             |              |              |   |            |        |  |  |
|                                                                |                        |          |             |                                                       |              |              |   |            |        |  |  |
| References                                                     |                        |          |             |                                                       |              |              |   |            |        |  |  |
| Please list three professional references.                     |                        |          |             |                                                       |              |              |   |            |        |  |  |
| Full Name                                                      |                        |          |             |                                                       | Relationship |              |   |            |        |  |  |
| Company                                                        |                        |          |             |                                                       | Phon         | ne (         | ) |            |        |  |  |
| Address                                                        |                        |          |             |                                                       |              |              |   |            |        |  |  |
| Full Name                                                      |                        |          |             |                                                       |              | Relationship |   |            |        |  |  |
| Company                                                        |                        |          |             |                                                       |              | ne (         | ) |            |        |  |  |
| Address                                                        |                        |          |             |                                                       |              |              |   |            |        |  |  |
| Full Name                                                      |                        |          |             |                                                       |              | Relationship |   |            |        |  |  |
| Company                                                        |                        |          |             |                                                       | Phon         | ne (         | ) |            |        |  |  |
| Address                                                        |                        |          |             |                                                       |              |              |   |            |        |  |  |



## **Employment Application**

| Previous Employment                                                                                                                                                                                                              |                       |                        |                 |            |  |                  |  |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------|-----------------|------------|--|------------------|--|--|
| Company                                                                                                                                                                                                                          |                       | Phone ( )              |                 |            |  |                  |  |  |
| Address                                                                                                                                                                                                                          |                       |                        |                 | Supervisor |  |                  |  |  |
| Job Title Startin                                                                                                                                                                                                                |                       |                        | Starting Salary | \$         |  | Ending Salary \$ |  |  |
| Responsibilities                                                                                                                                                                                                                 |                       |                        |                 |            |  |                  |  |  |
| From                                                                                                                                                                                                                             | То                    | Reason for Leaving     |                 |            |  |                  |  |  |
| May we contact yo                                                                                                                                                                                                                | ur previous super     | visor for a reference? | NO 🗆            |            |  |                  |  |  |
| Company                                                                                                                                                                                                                          |                       | Phone ( )              |                 |            |  |                  |  |  |
| Address                                                                                                                                                                                                                          |                       | Supervisor             |                 |            |  |                  |  |  |
| Job Title                                                                                                                                                                                                                        | lob Title             |                        | Starting Salary | \$         |  | Ending Salary \$ |  |  |
| Responsibilities                                                                                                                                                                                                                 |                       |                        |                 |            |  |                  |  |  |
| From                                                                                                                                                                                                                             | То                    | Reason for Leaving     |                 |            |  |                  |  |  |
| May we contact your previous supervisor for a reference? YES NO                                                                                                                                                                  |                       |                        |                 |            |  |                  |  |  |
| Company Phone ( )                                                                                                                                                                                                                |                       |                        |                 |            |  |                  |  |  |
| Address                                                                                                                                                                                                                          |                       | Supervisor             |                 |            |  |                  |  |  |
| Job Title Starting Salary                                                                                                                                                                                                        |                       |                        |                 | \$         |  | Ending Salary \$ |  |  |
| Responsibilities                                                                                                                                                                                                                 |                       |                        |                 |            |  |                  |  |  |
| From                                                                                                                                                                                                                             | To Reason for Leaving |                        |                 |            |  |                  |  |  |
| May we contact your previous supervisor for a reference? YES NO                                                                                                                                                                  |                       |                        |                 |            |  |                  |  |  |
|                                                                                                                                                                                                                                  |                       |                        |                 |            |  |                  |  |  |
| Military Service                                                                                                                                                                                                                 |                       |                        |                 |            |  |                  |  |  |
| Branch                                                                                                                                                                                                                           |                       |                        | From To         |            |  |                  |  |  |
| Rank at Discharge                                                                                                                                                                                                                |                       | Type of Discharge      |                 |            |  |                  |  |  |
| If other than honorable, explain                                                                                                                                                                                                 |                       |                        |                 |            |  |                  |  |  |
|                                                                                                                                                                                                                                  |                       |                        |                 |            |  |                  |  |  |
| Disclaimer and Signature                                                                                                                                                                                                         |                       |                        |                 |            |  |                  |  |  |
| I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. |                       |                        |                 |            |  |                  |  |  |
| Signature Date                                                                                                                                                                                                                   |                       |                        |                 |            |  |                  |  |  |