



### Employment Application

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-related medical condition or handicap, or any other legally protected status.

PLEASE PRINT

Position Applied For:	Date:
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Last Name:	First:	Middle:
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Address:	City:	State:	Zip:
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Telephone #:	Social Security:
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If you are under 18 years of age, can you provide required proof of eligibility to work?

Have you ever filed an application here before?	When?
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Have you ever been employed with us before?	When?
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Are you currently employed?	May we contact your present employer?
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Are you prevented from lawfully becoming employed in this country of Visa or Immigration status?

On what date will you be available for work?

Are you available to work:	Full Time	Part Time	Shift	Temporary
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Are you currently on "lay-off" status and subject to recall?

Can you travel if job requires?

Have you been convicted of a felony in the last 7 years?	Explain:
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Have you ever had any job-related training in the United States Military?

If yes, describe.

Are you physically or otherwise unable to perform the duties of the job for which you are applying?

If yes, describe.

### Education

Name	Years Completed	Diploma/Degree
High School		
College		
Other		

List professional, trade, business or civic activities and offices held / Job-Related Skills and Qualifications


## Employment Experience

Employer:		Phone:	
Address:			
Job Title:		Reason for Leaving:	
Dates:	From:	To:	Duties:

  

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Employer:		Phone:	
Address:			
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Dates:	From:	To:	Duties:

## References

Give name, address and telephone number of three references who are of no relations to you.

1.
2.
3.

## Applicants Statement

*I certify that 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. This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether applications are being accepted. I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization. In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Personnel Department Use Only

Interview:	
Employed:	Date:
Title:	Hourly Rate/Salary:
Notes:	