



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Application Date: _____

Name

Last

First

Middle

Present Address

Street

City

State

Zip

Contact Information

Home Phone

Mobile Phone

Email

Are you over the age of twenty-one: _____ If no, hire is subject to verification that you are of minimum legal age.

Are you a citizen of the U.S.A: _____

Position(s) being applied for: _____ Hourly Wage Requested: _____

Full – Time: Part – Time: Specify hours if part – time: _____

List names of friends or relatives working for us: _____

On what date could you be available for work: _____

Do you have any physical defects which preclude you from performing certain kinds of work: _____

Have you been convicted of a crime in the past ten years, excluding misdemeanors and summary offenses: _____

If yes, describe: _____

Have you had a major illness in the past 5 years: _____

EDUCATION

School	Name & Address	Last Year Completed	Did you Graduate?
Elementary	_____	_____	_____
High	_____	_____	_____
Collage	_____	_____	_____
Other	_____	_____	_____

PREVIOUS EMPLOYMENT

	Name & Address of Company	From Date	To Date	Job Description	Last Salary	Reason For Leaving
1	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____

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Are there any other experiences, skills, or qualifications which you feel would especially fit you for work with our business:

REFERENCES

Name	Address	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

The facts set forth above in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice. I also understand that this application form will be maintained in the active files for one year only unless renewed.

Signature of Applicant