



APPLICATION FOR EMPLOYMENT

General Information. Please Complete All Requested Information.

Name:

Address:

City:

State:

Zip:

Phone: (Home)

(Cell)

Email Address:

Are you legally eligible to work in the United States? Yes _____ No _____

Are you at least 18 years old? Yes _____ No _____

Are you at least 16 years old? Yes _____ No _____
 (If you are under 18, you may required to provide a work permit prior to employment)

Availability

	S	M	T	W	TH	F	S
AM							
PM							

**Should your availability change, it is your responsibility to notify your manager.

Work Experience. Please list your experience beginning with your current or most recent position.

1) Employer/Address:

Position:

Start Month/Year:

End Month/Year:

Supervisor:

Phone ()

Responsibilities:

Reason for Leaving:

May we contact this employer for reference? Yes _____ No _____ Why not? _____

2) Employer/Address:

Position:

Start Month/Year:

End Month/Year:

Supervisor:

Phone ()

Responsibilities:

Reason for Leaving:

May we contact this employer for reference? Yes _____ No _____ Why not? _____

Work Experience Continued

3) Employer/Address:

Position: Start Month/Year: End Month/Year:

Supervisor: Phone ()

Responsibilities:

Reason for Leaving:

May we contact this employer for reference? Yes _____ No _____ Why not? _____

Additional Employment Inquiries

Have you ever been dismissed, terminated, or forced to resign? Yes _____ No _____ If yes, please explain briefly.

Have you been convicted of a felony or theft-related misdemeanor with the past 7 years? Yes _____ No _____
If yes, please explain briefly.

Education and Training

	School & Address	Number of Years Completed	Diploma/Degree/Major
High School			
College			
Graduate School			
Other School			
Trade/Vocational School			

References. Please list two references that are not relatives.

Name	Occupation	Phone	Years Acquainted
Name	Occupation	Phone	Years Acquainted

Emergency Contact

Name	Phone	Relationship
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As part of our procedure for processing your employment application, your personal and employment references may be checked. If you have misrepresented or omitted any facts on this application, and are subsequently hired, you may be discharged from your job. All of the information supplied in this application is a true and complete statement of the facts.

Signature _____ Date _____