

Employment Application

Please print clearly in black or blue ink below each question.

Personal Information

First Name _____ MI _____ Last _____

Social Security Number _____ Phone _____ Alt Phone _____

Street Address _____ City, State, Zip _____

Eligible to work in the US? _____ Age 18 or over? _____

Yes _____ No _____ Yes _____ No _____

Have you been convicted of a felony within the last 5 years? If yes, please explain. _____

Yes _____ No _____

Position / Availability

Position applied for _____ Full-Time or Part-Time (check all that apply)
F/T _____ P/T _____

Days / Hours Available (please write in time frame available) _____

Monday _____ Friday _____

Tuesday _____ Saturday _____

Wednesday _____ Sunday _____

Thursday _____ Date I can start _____

Education

Name and Location of School _____ Degree/Diploma _____ Dates _____

Skills and Qualifications: Licenses, Skills, Training, Awards _____

Please explain briefly why you would be a good fit for the position for which you are applying. _____

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Employment History

Present or Last Employer

Address

Dates

Position

Supervisor

Phone or Email

Responsibilities

Salary or Hourly Rate

Reason for Leaving

May we Contact?

Yes _____ No _____

Previous Employer

Address

Dates

Position

Supervisor

Phone or Email

Responsibilities

Salary or Hourly Rate

Reason for Leaving

Previous Employer

Address

Dates

Position

Supervisor

Phone or Email

Responsibilities

Salary or Hourly Rate

Reason for Leaving

References (please list at least one employment reference)

Name

Title

How to Contact

Name

Title

How to Contact

Name

Title

How to Contact

I certify that the info contained in this application is true and complete. I understand that falsification may be grounds for not hiring me or for immediate termination at any point if I am hired. I authorize verification of any info above.

Signature

Date

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