



## APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration without discrimination because of race, color, sex, age, national origin, disability, religion, marital status, or sexual preference.

### *Print Legibly*

Date of Application: \_\_\_\_\_ Referred by: \_\_\_\_\_

Position(s) Applied For: \_\_\_\_\_

Name: \_\_\_\_\_  
LAST FIRST MIDDLE

Address: \_\_\_\_\_  
NUMBER STREET CITY STATE ZIP CODE

Telephone: \_\_\_\_\_ Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Cell/Alternate: \_\_\_\_\_ E-Mail \_\_\_\_\_

In case of emergency, please contact \_\_\_\_\_  
NAME PHONE

May we contact your present or most current employer?  YES  NO

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?  YES  NO *(Proof of citizenship or immigration status will be required upon employment)*

On what date would you be available for work? \_\_\_\_\_

What day(s) are you available to work? \_\_\_\_\_

Have you been convicted of a crime, or are you currently involved in criminal litigation?  YES  NO

If YES, please explain

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you a Veteran of the U.S. Military service?  YES  NO If YES, what branch? \_\_\_\_\_

List professional, trade, business or civic activities and offices held. (You may exclude memberships which would reveal sex, race, religion, national origin, age, disability, or other protected status)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Give name, address and telephone number of three references who are not related to you.

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

Employment Experience (or attach resume to application)

1. Employer	Dates employed	Work Performed
Address	From To	
Job Title	Salary	
Supervisor	Starting Final	
Reason for Leaving		

2. Employer	Dates employed	Work Performed
Address	From To	
Job Title	Salary	
Supervisor	Starting Final	
Reason for Leaving		

3. Employer	Dates employed	Work Performed
Address	From To	
Job Title	Salary	
Supervisor	Starting Final	
Reason for Leaving		



**Special Skills and Qualifications**

Summarize special skills and qualifications acquired from employment or other experience.

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**Education**

	Elementary	High School	College/University	Graduate/ Professional
School Name				
Years Completed	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree				
Describe Course of Study				
Describe specialized training, apprenticeship, skills, and extracurricular activities.				

**State any additional information you feel may be helpful to us in considering your application.**

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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.

The applicant understands that neither this document nor any offer of employment from the employer constitute an employment contract unless a specific document to that effect is executed by the employer and employee in writing.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature Date