



Employment Application

Applicant Information

Full Name: _____ Date: _____

Last
First
M.I.

Address: _____

Street Address
Apartment/Unit #

City
State
ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

- | | | | | | |
|---|---------------------------------|--------------------------------|--|---------------------------------|--------------------------------|
| Are you a citizen of the United States? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> | If no, are you authorized to work in the U.S.? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| Have you ever worked for this company? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> | If yes, when? | _____ | |
| Can you travel if required by this position? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> | | | |
| Are you able to meet the attendance requirements? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> | | | |
| Do you have any objection to working overtime if necessary? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> | | | |
| Have you ever been convicted of a felony? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> | | | |

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Current & Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

