



## Application for Employment

ALL APPLICANTS WILL RECEIVE CONSIDERATION FOR EMPLOYMENT WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, AGE, MARITAL STATUS, NATIONAL ORIGIN, VETERAN STATUS, PHYSICAL OR MENTAL HANDICAP, CIVIL UNION STATUS, GENDER IDENTITY OR EXPRESSION OR OTHER PROTECTED CLASS UNDER STATE OR FEDERAL LAW.

TYPE OF WORK/POSITION DESIRED: \_\_\_\_\_ DATE OF APPLICATION: \_\_\_\_\_

### PERSONAL INFORMATION

*PLEASE PRINT IN INK*

FULL NAME	LAST FIRST MIDDLE		
PRESENT ADDRESS	STREET CITY STATE ZIP		
PHONE #	(     ) -	EMAIL ADDRESS:	WHAT IS THE BEST WAY TO CONTACT YOU?
HOW WERE YOU REFERRED TO THIS COMPANY?			
HAVE YOU EVER BEEN EMPLOYED BY THIS COMPANY BEFORE? <input type="checkbox"/> Yes <input type="checkbox"/> No			
WHEN? (LIST DATES) _____			

### GENERAL INFORMATION

ARE YOU 18 YEARS OF AGE OR OLDER? <input type="checkbox"/> Yes <input type="checkbox"/> No	IF YOU ARE UNDER AGE 18, CAN YOU SUPPLY WORKING PAPERS? <input type="checkbox"/> Yes <input type="checkbox"/> No
ARE YOU ELIGIBLE TO WORK IN THE U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No    IF YES, UPON EMPLOYMENT YOU WILL BE REQUIRED TO PROVIDE DOCUMENTATION ESTABLISHING YOUR IDENTITY AND ELIGIBILITY TO WORK IN THE UNITED STATES.	
HAVE YOU EVER BEEN DISCHARGED FROM ANY EMPLOYMENT OR ASKED TO RESIGN? <input type="checkbox"/> Yes <input type="checkbox"/> No	
IF YES, PLEASE EXPLAIN:	
<b>FILL OUT ONLY IF APPLYING FOR A POSITION WHICH REQUIRES A DRIVER'S LICENSE.</b>	
DRIVER'S LICENSE NUMBER:	STATE:

### SCHEDULE AVAILABILITY & DESIRED SALARY

<input type="checkbox"/> I AM AVAILABLE AND DESIRE TO WORK FULL-TIME (35+ HOURS) <input type="checkbox"/> I AM AVAILABLE AND DESIRE TO WORK PART-TIME (LESS THAN 35 HOURS) AND/OR ON AN "ON CALL" BASIS <input type="checkbox"/> I AM AVAILABLE AND DESIRE TO WORK ON A SEASONAL BASIS – APRIL THROUGH NOVEMBER <input type="checkbox"/> I AM AVAILABLE TO WORK OVERTIME ON AN AS NEEDED BASIS	
DATES OR TIMES YOU ARE UNAVAILABLE:	
<b>NOTE: WORK SCHEDULES ARE BASED UPON THE NEEDS OF THE BUSINESS AND MAY BE SUBJECT TO CHANGE ON A WEEKLY BASIS.</b>	
WAGE/SALARY EXPECTED	DATE AVAILABLE FOR WORK?

### EDUCATION

TYPE	NAME/ADDRESS	YEARS AT	GRADUATED?	SUBJECTS STUDIED
HIGH SCHOOL			<input type="checkbox"/> Yes <input type="checkbox"/> No	
COLLEGE			<input type="checkbox"/> Yes <input type="checkbox"/> No	
TECHNICAL/OTHER			<input type="checkbox"/> Yes <input type="checkbox"/> No	

EMPLOYMENT HISTORY		BEGIN WITH MOST RECENT/CURRENT EMPLOYER	
<b>1</b>	EMPLOYER	DATES EMPLOYED: FROM:	JOB TITLE AND DESCRIPTION OF DUTIES
	ADDRESS	TO:	IMMEDIATE SUPERVISOR NAME & TITLE
	TELEPHONE #:	SALARY:	TYPE OF BUSINESS
	REASON FOR LEAVING (PLEASE EXPLAIN)		MAY WE CONTACT EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>2</b>	EMPLOYER	DATES EMPLOYED: FROM:	JOB TITLE AND DESCRIPTION OF DUTIES
	ADDRESS	TO:	IMMEDIATE SUPERVISOR NAME & TITLE
	TELEPHONE #:	SALARY:	TYPE OF BUSINESS
	REASON FOR LEAVING (PLEASE EXPLAIN)		MAY WE CONTACT EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>3</b>	EMPLOYER	DATES EMPLOYED: FROM:	JOB TITLE AND DESCRIPTION OF DUTIES
	ADDRESS	TO:	IMMEDIATE SUPERVISOR NAME & TITLE
	TELEPHONE #:	SALARY:	TYPE OF BUSINESS
	REASON FOR LEAVING (PLEASE EXPLAIN)		MAY WE CONTACT EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>ADDITIONAL EXPERIENCE OR QUALIFICATIONS</b>		<b>PLEASE LIST ANY OTHER EXPERIENCE, SKILLS, OR OTHER QUALIFICATIONS, WHICH ARE RELEVANT TO THE POSITION FOR WHICH YOU ARE APPLYING.</b>	

PERSONAL OR BUSINESS REFERENCES		DO NOT INCLUDE RELATIVES	
<b>1</b>	NAME	PHONE NUMBER ( ) -	RELATIONSHIP
	ADDRESS	CITY, STATE	HOW LONG KNOWN
<b>2</b>	NAME	PHONE NUMBER ( ) -	RELATIONSHIP
	ADDRESS	CITY, STATE	HOW LONG KNOWN

NOTIFICATION & AGREEMENT	PLEASE READ BEFORE SIGNING
<p>I CERTIFY THAT ALL ANSWERS GIVEN BY ME ARE TRUE, ACCURATE AND COMPLETE, I UNDERSTAND THAT THE FALSIFICATION, MISREPRESENTATION OR OMISSION OF FACT ON THIS APPLICATION (OR ANY OTHER ACCOMPANYING OR REQUIRED DOCUMENTS) WILL BE CAUSE FOR DENIAL OF EMPLOYMENT OR IMMEDIATE TERMINATION OF EMPLOYMENT, REGARDLESS OF WHEN OR HOW DISCOVERED.</p> <p>THE APPLICATION WILL BE GIVEN EVERY CONSIDERATION, BUT ITS RECEIPT DOES NOT IMPLY THAT THE APPLICANT WILL BE EMPLOYED.</p> <p>I AUTHORIZE THE INVESTIGATION OF ALL STATEMENTS AND INFORMATION CONTAINED IN THIS APPLICATION INCLUDING BUT NOT LIMITED TO INQUIRIES RELATED TO MY EDUCATION, RELEVANT LICENSES, PRIOR EMPLOYMENT, CREDIT AND OTHER INFORMATION REQUIRED BY THE COMPANY. I RELEASE FROM ALL LIABILITY ANYONE SUPPLYING SUCH INFORMATION AND I ALSO RELEASE THE EMPLOYER FROM ALL LIABILITY THAT MIGHT RESULT FROM MAKING AN INVESTIGATION.</p> <p>IF HIRED, I AGREE TO ABIDE BY ALL OF THE COMPANY RULES AND REGULATIONS, AND UNDERSTAND THAT, IF EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME, AT THE OPTION OF EITHER THE COMPANY OR ME, I FURTHER UNDERSTAND THAT NO REPRESENTATION, WHETHER ORAL OR WRITTEN BY ANY REPRESENTATIVE OR AGENT OF THE COMPANY, AT ANY TIME, CAN CONSTITUTE A CONTRACT OF EMPLOYMENT.</p> <p>I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS AND HEREBY GRANT PERMISSION TO CONFIRM THE INFORMATION SUPPLIED ON THIS APPLICATION BY ME.</p>	
APPLICANT SIGNATURE	DATE