

# EMPLOYMENT APPLICATION

Programs, services and employment are equally available to everyone. Please inform the Human Resources Dept. if you require reasonable accommodation for the application or interview.



EDUCATION	
Date of Interview:	Position Applied for:

## APPLICANT INFORMATION

Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Social Security No.	Salary Requirements:	
If you are under 18 years of age can you provide a work permit?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, please explain:
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Are you legally allowed to work in the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Type of employment desired: Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal <input type="checkbox"/>
Have you ever pleaded guilty, no contest or been convicted of a crime?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, give dates & details:

Answering yes to these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness and nature of the violation. Rehabilitation and position will be considered.

Driver's License Number (if applicable to the position): \_\_\_\_\_ State: \_\_\_\_\_

## SUMMARIZE YOUR SPECIAL SKILLS AND QUALIFICATIONS


**PREVIOUS EMPLOYMENT (BEGIN WITH MOST RECENT POSITION)**

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 <input type="checkbox"/> NO <input type="checkbox"/>			
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 <input type="checkbox"/> NO <input type="checkbox"/>			
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 <input type="checkbox"/> NO <input type="checkbox"/>			

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

Date

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