



EMPLOYMENT APPLICATION

GENERAL INFORMATION

Last Name _____ First Name _____ M. Initial _____ Social Security # _____

Address _____ City, State, Zip _____

Email _____ Phone _____

Position Applying For _____ Starting Date Available _____ Desired Salary _____

Hours Available: Full Time Part Time Temporary Permanent

Monday: _____ Tuesday: _____ Wednesday: _____
Thursday: _____ Friday: _____ Saturday: _____

If You Are Currently A Student, Please Provide Class / Activity Schedule:

Are you able to perform the essential job functions of the position you are applying for with or without reasonable accommodations? <input type="checkbox"/> YES <input type="checkbox"/> NO	If hired, will you be able to work overtime? <input type="checkbox"/> YES <input type="checkbox"/> NO
Are you at least 18 years old? <input type="checkbox"/> YES <input type="checkbox"/> NO	If under 18, do you have a work permit? <input type="checkbox"/> YES <input type="checkbox"/> NO

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by court? A yes response does not automatically disqualify your application. If yes, please explain. YES NO

EDUCATION INFORMATION

<u>School</u>	<u>Area of Study</u>	<u>Degree / Certificate Earned</u>
_____	_____	_____
_____	_____	_____

Other special knowledge, skills, or qualifications (list any construction, manufacturing, office, or technical skills)

Military Service (list dates, ranks, training)



EMPLOYMENT HISTORY

List all employers, starting with most recent. All information must be complete. You may attach a resume, but not in place of completing required information.

Employer #1	Employer Address	Supervisors Name	Phone
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Dates Employed	Job Title	Salary	May We Contact?
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Duties & Responsibilities

Reason for Leaving

Employer #2	Employer Address	Supervisors Name	Phone
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Dates Employed	Job Title	Salary	May We Contact?
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Duties & Responsibilities

Reason for Leaving

Employer #3	Employer Address	Supervisors Name	Phone
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Dates Employed	Job Title	Salary	May We Contact?
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Duties & Responsibilities

Reason for Leaving



OTHER INFORMATION

Volunteer Activities

Hobbies / Interests

CERTIFICATION & AUTHORIZATION

The above information is true and correct. I authorize the company to inquire into my education, past employment history, and references as needed to research my qualifications for this position. If employed, I will be required to provide original documents which may verify my identity and right to work in the United States under Immigration Reform and Control Act (IRCA) of 1986. The documents provided will be used for the completion of Form I-9. I hereby acknowledge that I have read and agree to the above statements.

Signature

Date