

Application for Employment

Position You Are Applying For _____

Desired Salary _____

Date Available for Work: _____

PERSONAL INFORMATION

Last Name _____

First Name _____

Middle _____

Address _____

City _____

State _____

Zip _____

Home Phone: _____

Cell Phone: _____

Email address: _____

Social Security Number: _____

Are you a U.S. Citizen? ☐ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☐ No

If selected for employment are you willing to submit to a pre-employment drug screening test? ☐ Yes ☐ No

EDUCATION

School Name	Location	Years Attended	Degree Received	Major

Other training, certifications or licenses held: _____

EMPLOYMENT

Employer: _____

Dates Employed: _____

Work Phone: _____

Pay Rate: \$ _____

to _____

Address: _____

City: _____

State: _____

Zip: _____

Position: _____

Duties Performed: _____

Supervisors Name and Title: _____

Reason for leaving: _____

May we contact them? ☐ Yes ☐ No

REFERENCES

Name	Title	Company	Phone

Acknowledgement and Authorization

☐ I certify that all 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.

☐ In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Signature of Applicant _____

Date _____