



Employment Application

Programs, services, and employment are equally available to everyone. Please inform the Human Resources Department if you require reasonable accommodation for the application or interview.	Today's Date: _____
APPLICANT DATA:	Position Applied For:
How were you referred to us? _____	

Full Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Are you over 18 years old? Yes No Date of Birth (if under 18 years old): _____

Phone: (_____) _____ Mobile/Other: (_____) _____

E-mail: _____ Social Security #: _____

Date Available to Start: _____ Salary Requirement: _____

If you are under 18 and we require a work permit, can you furnish one? Yes No

If no, please explain: _____

Have you ever worked for this company? Yes No If yes, when? _____

Are you a citizen of the United States? Yes No

If not, are you legally allowed to work in the United States? Yes No

Type of employment desired: Full-Time Part-Time

Driver's license number if applicable to position: _____ State: _____

SUMMARIZE YOUR SPECIAL SKILLS OR QUALIFICATIONS:

PREVIOUS EMPLOYMENT (Begin with most recent, continue on back if necessary):

Dates of Employment: From ____/____/____ To ____/____/____ Position Held: _____
Company: _____ Address: _____
Phone: _____ Supervisor: _____ Title: _____
Responsibilities: _____

Starting Salary: _____ Ending Salary: _____
Reason for Leaving: _____

May we contact this employer for a reference? _____

Dates of Employment: From ____/____/____ To ____/____/____ Position Held: _____
Company: _____ Address: _____
Phone: _____ Supervisor: _____ Title: _____
Responsibilities: _____

Starting Salary: _____ Ending Salary: _____
Reason for Leaving: _____

May we contact this employer for a reference? _____

Dates of Employment: From ____/____/____ To ____/____/____ Position Held: _____
Company: _____ Address: _____
Phone: _____ Supervisor: _____ Title: _____
Responsibilities: _____

Starting Salary: _____ Ending Salary: _____
Reason for Leaving: _____

May we contact this employer for a reference? _____

I certify that my answers are true and complete to the best of my knowledge. I authorize you to make such investigations and inquiries of my personal, employment, educational, financial and other related matters as may be necessary for an employment decision. I hereby release employers, schools or individuals from all liability when responding to inquiries in connection with my application.

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

Signature of Applicant: _____ Date: _____