

Employment Application

Name _____ Today's Date _____

Address _____

City, State, Zip _____

Home phone _____ Cell phone _____

Date you can start _____ Salary Desired _____ Full time or Part time? _____

What hours are you available? _____

Are you a US citizen or alien authorized to work in the US? Yes _____ No _____

Are you Employed now? _____ If so, may we inquire of your employer? _____

Ever apply to this company before? _____ If so, when _____

Education:

High School _____ Graduate? _____

Subject Studied _____ Year Graduated _____

College _____ Graduate? _____

Subject Studied _____ Year Graduated _____

Trade, Business School _____ Graduate? _____

Subject Studied _____ Year Graduated _____

General:

Subjects of special study or special training skills _____

Former Employers:

(list below last employers starting with last one first)

Name _____ Address _____

Position held _____ Reason for leaving _____

Salary _____ Time period worked from _____ to _____

Name _____ Address _____

Position held _____ Reason for leaving _____

Salary _____ Time period worked from _____ to _____

References:

Give below the names of three persons not related to you, whom you have known at least 1 year.

Name _____ Address _____
Business _____ Years Known _____

Name _____ Address _____
Business _____ Years Known _____

Name _____ Address _____
Business _____ Years Known _____

AUTHORIZATION

“I certify that the facts contained in this application are true and complete to the best of my Knowledge and understand that, if employed, falsified statements on this application shall Be grounds for dismissal. I authorize investigation of all information concerning my Previous employment and any pertinent information they may have, personal or otherwise, And release the company from all liability for any damage that may result from utilization of Such information. I also understand and agree that no representative of the company has any Authority to enter into any agreement for employment for any specified period or time, or To make any agreement contrary to the foregoing, unless it is in writing and signed by an Authorized company representative.”

Date _____ Signature _____

