



Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Social Security No.: _____ Driver's License No.: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the YES NO
 U.S.?

Are you at least 18 years old? YES NO If no, can you provide proof of your eligibility YES NO
 to work?

Have you ever worked for this company? YES NO If yes, when? _____

Do you have any friends or relatives YES NO If yes, who? _____
employed by this company?

Have you ever been convicted of a YES NO If yes, explain: _____
felony?

Will you consent to a mandatory controlled substance test? YES NO

Have you been convicted of Driving Under the Influence YES NO
(DUI) in the last 7 years?

If hired, can you work overtime if needed? YES NO

Do you have any condition which would require job YES NO If yes, explain: _____
accommodations?

If hired, can you provide proof of U.S. citizenship or proof of YES NO
legal right to work in the U.S.?

List any languages other than English that you can speak, read, or write: _____

Employment Desired

Position Applied for: _____

Date Available: _____ Desired Hours: _____ Desired Pay: \$ _____

Do you have reliable transportation to and from work? _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

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 NO

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 NO

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 NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____