

# 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? <input type="checkbox"/> Yes <input type="checkbox"/> No							
Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No							
If selected for employment are you willing to submit to a pre-employment drug screening test? <input type="checkbox"/> Yes <input type="checkbox"/> 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? <input type="checkbox"/> Yes <input type="checkbox"/> 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 \_\_\_\_\_