

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 _____