



Employment Application

APPLICANT INFORMATION											
Last Name				First			M.I.	Date			
Street Address							Apartment/Unit #				
City				State			ZIP				
Phone				E-mail Address							
Date Available			Desired Salary				Referred By				
Position Applied for					Will you work overtime if asked?			YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?			YES <input type="checkbox"/>	NO <input type="checkbox"/>			
Apart from absence for religious observance, are you available to work full time?						YES <input type="checkbox"/>	NO <input type="checkbox"/>				
If not, what hours can you work?											
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain							
EDUCATION											
High School				Address							
From		To	Did you graduate	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree					
College				Address							
From		To	Did you graduate	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree					
Other				Address							
From		To	Did you graduate	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree					
SPECIAL TRAINING OR SKILLS (LANGUAGE, MACHINE OPERATIONS, ETC.)											

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 <input type="checkbox"/>	NO <input type="checkbox"/>

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 <input type="checkbox"/>	NO <input type="checkbox"/>
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 <input type="checkbox"/>	NO <input type="checkbox"/>

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	

DISCLAIMER AND SIGNATURE	
<p>I certify that my answers are true and complete to the best of my knowledge.</p> <p>If this application leads to employment, I understand that false or misleading information in my application or interview may result in my immediate termination.</p> <p>I authorize the employer to contact and obtain information about me from previous employers, and educational institutions I provided, and any other party necessary to verify the accuracy of the information I disclosed in this application, a related employment resume or a personal interview. To assist in the processing of my application, I waive all rights and claims I may otherwise have against the employer or its representatives, for seeking, and using information to evaluate my employment request and all other persons, corporations, or organizations who provide information for this purpose.</p> <p>This application will expire in 30 days. After that date, unless otherwise notified, I understand that my status as an applicant will end. I may re-apply for employment in the future by completing a new application.</p> <p>This application is not an employment agreement. If I accept an offer of employment I understand the employer may terminate my employment at any time, with or without cause and without prior notice, unless required by law. I understand that no one, other than an executive officer of the employer, has the authority to enter into any employment agreement with terms contrary to the foregoing and then only in writing signed by such officer.</p>	
I fully understand and accept all terms and conditions in the above statement.	
Signature	Date