

## Application for Employment

**SECTION 1** (Please Print)

\_\_\_\_\_ Date

Last Name First M.I.

Address City State Zip Code

Phone Number Email Address

For what position are you applying? \_\_\_\_\_

Full Time     Part Time     Temporary

Do you have any relatives employed by the company?     Yes     No

If yes, relative's name: \_\_\_\_\_

If you are under 18 years old, do you have working papers?     Yes     No

Are you authorized to work in the United States?     Yes     No

**Note: If you are hired, you will be required to submit proof of legal right to work in the United States**

**SECTION 2** (Please Print) **Please fill out completely and attach resume to application, if applicable.**

**EDUCATION**

Name and Location of School	Did you graduate?	Major/ Degree or Diploma Received
High School		
College or University		
Other ( Including Trade, Graduate School, Military & Equivalency Diploma)		

**EMPLOYMENT HISTORY** *List below the names of your last three employers (you may list volunteer positions as well as paid positions). List present employer or most recent employer first.*

Dates of Employment (Mo./Yr.)	Name and Address of Employer	Position	Manager/ Phone Number	May we contact your supervisor?	Salary Starting/ Ending	Reason for leaving
From:						
To:						
From:						
To:						
From:						
To:						

**REFERENCES:** List below three persons **not related to you and not personal friends** whom you have known at least one year and who can give a thorough assessment of your job performance and skills.

Name	Phone Number/Address	Position	Year(s) Acquainted

**SECTION 3**

Please read carefully before signing.

I certify that the answers given by me to the foregoing questions and the statements made by me are complete and true to the best of my knowledge and belief. I understand that any false information, omissions or misrepresentations of facts called for in this application may result in rejection of my application or discharge at any time during my employment.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date