

Application for Employment

Position You Are Applying For _____

Desired Salary _____

Date Available for Work: _____

PERSONAL INFORMATION

Last Name _____ First Name _____ Middle _____

Address _____ City _____ State _____ Postal Code _____

Home Phone: _____ Cell Phone: _____ Email address: _____

Are you a 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 _____ Postal Code _____

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 _____