

# APPLICATION FOR EMPLOYMENT

*(Please print legibly and provide a resume with your application)*



Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Phone Number: (            ) \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip: \_\_\_\_\_ Email Address: \_\_\_\_\_

How long have you lived at above address? \_\_\_\_\_ (Years / Months)

If under the age of 18, can you produce the necessary work certificate at the time of employment?    Yes: \_\_\_\_\_    No: \_\_\_\_\_

Type of employment desired? Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_    Position applied for: \_\_\_\_\_

**Education:**

| Education    | SCHOOL NAME | COURSE OF STUDY OR MAJOR | GRADUATE<br>Y or N | NUMBER OF YEARS<br>COMPLETED |
|--------------|-------------|--------------------------|--------------------|------------------------------|
| High School  |             |                          |                    |                              |
| College      |             |                          |                    |                              |
| Trade School |             |                          |                    |                              |

**References:**

| NAME | RELATIONSHIP | PHONE NUMBER | # OF YEARS KNOWN |
|------|--------------|--------------|------------------|
|      |              |              |                  |
|      |              |              |                  |
|      |              |              |                  |

**Work Experience:**

| Employer/Supervisor | Address | Phone number | Job Title (s) | Dates Employed From |
|---------------------|---------|--------------|---------------|---------------------|
|                     |         |              |               |                     |
|                     |         |              |               |                     |
|                     |         |              |               |                     |

May we contact your previous employers? Yes: \_\_\_\_\_ No: \_\_\_\_\_, if no, why not? \_\_\_\_\_

Reason for leaving your current employer? \_\_\_\_\_ How much notice did you give before resigning? \_\_\_\_\_

Have you ever been terminated from your place of employment? Yes: \_\_\_\_\_ No: \_\_\_\_\_, if yes, please explain:

\_\_\_\_\_

Have you ever committed a felony or have been arrested? Yes: \_\_\_\_\_ No: \_\_\_\_\_, if yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Date on which you can start work if hired: \_\_\_\_\_ Desired Salary: \_\_\_\_\_

We are an equal opportunity employer. Applicants are considered for positions without regard to veteran status, uniformed service member status, race, religion, sex, national origin, age, physical or mental disability, genetic information or any other category protected by applicable federal, state or local laws. We are a drug/alcohol free workplace.

We are an at-will employer as allowed by applicable state law. This means that regardless of any provision in this application, if hired, we have the right to terminate employment at any time for any reason, with or without cause or notice.

I certify that all of the information that I have provided on this application is true, accurate and complete.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_