

Position(s) applied for:

Name (last, first, middle):

APPLICATION FOR EMPLOYMENT

PLEASE PRINT

Date of Application:
Social Security #:

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to application and/or interview process should notify a representative of the Human Resources Department.

Telephone: ()	Cell Phone/Other: ()	Email:			
Referral Source (How did you hear about us	?):					
If you are under 18 and it is required	, can you furnish a work perm	it?	□ YES □ NO			
If <u>no</u> , please explain:	,					
Have you ever been employed here b	pefore? If yes, please give date	s and positions:	□ YES □ NO			
Are you legally eligible for employme	nt in this country?	I	□ YES □ NO			
Date available for work: /	/	What is your desire	ed salary range?			
Type of employment desired:	I-Time □ Part-Time	□ Temporary	□ Seasonal	□ Educational Co-Op		
Are you able to perform the essential This question is not designed to elicit of a disability, particular accommodal the extent permitted by law.	information about an applican	it's disability. Please on is necessary. The	do not provide informat se issues may be addres	tion about the existence ssed at a later stage to		
Driver's license number required if dr	riving may be required in the jo	ob for which you are	applying:	State:		
Answering "yes" to either of the follo	wing questions does not const	itute an automatic b	ar to employment. Facto	ors such as date of		
the offense, seriousness and nature of	of the violation, rehabilitation a	and position applied	for will be taken into acc	count. Have you		
ever pleaded "guilty" or "no contest"	to, or been convicted of a crim	ne? 🗆 YES 🗆 NO	If yes, please provide da	ate(s) and details:		
Employment History						
Starting with your most recent emplo	oyer, provide the following info	rmation.				
Employer:	Telephone: ()	Dates Emp	ployed (Month/Year):	/ to /		
Address (street, city, state, zip):		Compensa	ition (Starting): \$	per \square Hourly \square Salary		
Starting job title/final job title:		'	Commission/Bonus/Other Compensation: \$			
Starting job title/final job title.		Commission	on/bonds/other comper	isation. \$		
		Compensa	ition (Final): \$	per □ Hourly □ Salary		
Immediate supervisor and title (for most recent position held):		Commission	Commission/Bonus/Other Compensation: \$			
May we contact for reference?	S no later		, , , , , , , , , , , , , , , , , , , ,	т		
Why did you leave?						
Summarize the type of work perform	ed and job responsibilities:					



APPLICATION FOR EMPLOYMENT

Employer:	Telephone: ()	Dates Employed (Month/Yea	r): /	to	/	
Address (street, city, state, zip):		Compensation (Starting): \$	per	□ Hourly	□ Salary		
Starting job title/final job title:		Commission/Bonus/Other Compensation: \$					
Immediate supervisor and title (for most recent position held): May we contact for reference? YES NO LATER Why did you leave?			Compensation (Final): \$ per \(\subseteq \text{Hourly} \(\subsete \text{Salary} \) Commission/Bonus/Other Compensation: \$				
Summarize the type of work perfo	ormed and job respon	sibilities:					
Employer:	Telephone: ()	Dates Employed (Month/Yea	nr): /	to	/	
Address (street, city, state, zip):			Compensation (Starting): \$	per	□ Hourly	□ Salary	
Starting job title/final job title:			Commission/Bonus/Other Compensation: \$				
Immediate supervisor and title (for most recent position held): May we contact for reference? YES NO LATER			Compensation (Final): \$ per \(\subseteq \text{Hourly} \(\subseteq \text{Salary} \) Commission/Bonus/Other Compensation: \$				
Why did you leave? Summarize the type of work perfo	ormed and job respon	sibilities:					
		tware titles and years		ition Y	which you ears:		
Educational Background							
Starting with your most recent scl	nool attended, provid	e the following inform	nation:				
School (include City & State)	Years Completed	Completed	GPA/Class Rank	Major/Mino	r		
		☐ Diploma ☐ GED☐ Degree☐ Certification☐ Other:					



APPLICATION FOR EMPLOYMENT

Telephone

		□ Diploma □ GED		
		□ Degree		
		□ Certification		
		□ Other:		
		□ Diploma □ GED		
		□ Degree		
		□ Certification		
		□ Other:		
References				
List name and telephone numbe	r of three business/w	ork references who are <i>no</i>	t related to you an	d are <i>not</i> previous supervisors. If
applicable, list three school or per			,	

Relationship to You

Title

Applicant Statement

Name

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resumé or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not lawfully discriminate in employment and no question on this application is used for purpose of limiting or elimination any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with our without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for

Number of Years Known



APPLICATION FOR EMPLOYMENT

any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

This Company does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her sex, race, color, religion, national origin, citizenship, age, disability, or any other protected status under applicable federal, state, or local law. This Company likewise does not tolerate harassment based on sex, race, color, religion, national origin, citizenship, age, disability, or any other protected status. The Company takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for employment, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT I certify that I have read, fully understand and accept all terms of the			Statement.	
Signature of Applicant:	Date:	1	/	