

EMPLOYMENT APPLICATION

(EOE)

PERSONAL INFORMATION

DATE _____

Full Legal Name _____
Last First MI

Address _____
Street City State Zip

Phone _____ Email _____ Are you 21 years or older? YES NO

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED
IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS?
YES NO

SOCIAL SECURITY NUMBER _____

APPLYING FOR

Position _____ Date You Can Start _____ Salary Desired \$ _____

Are You Currently Employed? _____ If So, May We Contact This Employer? _____

Have you ever applied to this company before? _____ If So, When? _____

How did you find out about this position? _____

EDUCATION	NAME AND LOCATION OF SCHOOL	No. of Years Attended	Did You Graduate?	MAJOR
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

GENERAL

SPECIAL SKILLS _____

U.S. MILITARY OR NAVAL SERVICE RANK PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES

IN CASE OF EMERGENCY CONTACT

NAME

PHONE NO.

RELATIONSHIP

(CONTINUED ON OTHER SIDE)

WORK HISTORY

(List below your last three employers, starting with the most recent.)

Position	From	To	Hrs/Week	Pay Rate/per hour	Employer
Address			Phone	Supervisor	Reason for leaving
Position	From	To	Hrs/Week	Pay Rate/per hour	Employer
Address			Phone	Supervisor	Reason for leaving
Position	From	To	Hrs/Week	Pay Rate/per hour	Employer
Address			Phone	Supervisor	Reason for leaving

REFERENCES:

(Give the names of three persons not related to you, whom you have known for at least one year.)

Name	Address	Relationship	Phone

Certification of Applicant:

"I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MAY BE REJECTED AND, IF I AM EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE COMPANY'S RULES AND REGULATIONS AND I AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE. AT ANY TIME, AT EITHER MY OR THE COMPANY'S OPTION. I ALSO UNDERSTAND AND AGREE THAT THE TERMS AND CONDITIONS OF MY EMPLOYMENT MAY BE CHANGED, WITH OR WITHOUT CAUSE AND NOTICE. AT ANY TIME BY THE COMPANY. I UNDERSTAND THAT NO COMPANY REPRESENTATIVE, OTHER THAN IT'S BOARD OF GOVERNORS, AND THEN ONLY WHEN IN WRITING AND SIGNED BY THE PRESIDENT, HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIC PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGOING." WE DO RESERVE THE RIGHT TO DO A BACKGROUND CHECK.

DATE _____ SIGNATURE _____

DO NOT WRITE BELOW THIS LINE

Interviewed by:

Date:

Appearance

Ability

Hired: Yes No

Position

Dept.

Salary/Wage

Start date:

Remarks: