

Employment / Job Application

PERSONAL INFORMATION

Full Name: _____ Date: _____
Street Address: _____ Email: _____
City: _____ State: _____ Zip: _____ Phone: _____
Social Security Number: _____ - _____ - _____ Date Available: _____
Position Applied for: _____ Desired Pay: \$ _____ ☐ HOUR ☐ SALARY
Employment Desired: ☐ FULL-TIME ☐ PART-TIME ☐ SEASONAL

EMPLOYMENT ELIGIBILITY

Are you legally eligible to work in the U.S.? ☐ YES ☐ NO
Have you ever worked for this employer? ☐ YES ☐ NO
If Yes, write the start and end dates: _____
Have you ever been convicted of a felony? ☐ YES ☐ NO
If Yes, Please explain: _____

EDUCATION

High School: _____ City/State _____ Graduate? ☐ YES ☐ NO
Dates Attended – From: _____ To: _____ Diploma: _____
College: _____ City/State _____ Graduate? ☐ YES ☐ NO
Dates Attended – From: _____ To: _____ Degree: _____
Other: _____ City/State _____ Graduate? ☐ YES ☐ NO
Dates Attended – From: _____ To: _____ Degree/Cert: _____
Other: _____ City/State _____ Graduate? ☐ YES ☐ NO
Dates Attended – From: _____ To: _____ Degree/Cert: _____

PREVIOUS EMPLOYMENT

Employer 1: _____ Contact Name: _____
Street Address: _____ Email: _____
City: _____ State: _____ Zip: _____ Phone: _____
Starting Pay: \$ _____ ☐ HOUR ☐ SALARY Ending Pay: \$ _____ ☐ HOUR ☐ SALARY
Employment Dates – From: _____ To: _____ Job Title: _____
Responsibilities: _____
Reason for Leaving: _____

Over —>

Employer 2: _____ Contact Name: _____
Street Address: _____ Email: _____
City: _____ State: _____ Zip: _____ Phone: _____
Starting Pay: \$ _____ ☐ HOUR ☐ SALARY Ending Pay: \$ _____ ☐ HOUR ☐ SALARY
Employment Dates – From: _____ To: _____ Job Title: _____
Responsibilities: _____
Reason for Leaving: _____

Employer 3: _____ Contact Name: _____
Street Address: _____ Email: _____
City: _____ State: _____ Zip: _____ Phone: _____
Starting Pay: \$ _____ ☐ HOUR ☐ SALARY Ending Pay: \$ _____ ☐ HOUR ☐ SALARY
Employment Dates – From: _____ To: _____ Job Title: _____
Responsibilities: _____
Reason for Leaving: _____

REFERENCES (Professional Only)

Full Name: _____ **Relationship:** _____
Company: _____ **Title:** _____
E-mail: _____ **Phone:** _____

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Company: _____ **Title:** _____
E-mail: _____ **Phone:** _____

BACKGROUND CHECK CONSENT

Are you willing to consent to a background check? ☐ YES ☐ NO

DISCLAIMER

Applicant understands that this is an Equal Opportunity Employer and committed to excellence through diversity. In order to ensure this application is acceptable, please print or type with the application being fully completed in order for it to be considered.

Please complete each section EVEN IF you decide to attach a resume.

I, the Applicant, certify that my answers are true and honest to the best of my knowledge. If this application leads to my eventual employment, I understand that any false or misleading information in my application or interview may result in my employment being terminated.

SIGNATURE: _____ **DATE:** _____
PRINT NAME: _____