



# APPLICATION FOR EMPLOYMENT

*We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.*

## INCOMPLETE OR UNSIGNED APPLICATIONS WILL NOT BE CONSIDERED

Position(s) Applied For				Date of Application	
Last Name		First Name		Middle Name	
Address	Number	Street	City	State	Zip Code
Telephone Number(s) (H) _____ (C) _____			Email _____		

How Did You Learn of This Opening?  
 Advertisement       Friend       Inquiry       Employment Agency       Other \_\_\_\_\_

Are you currently employed?  Yes     No

Do you want to be informed before we contact your present employer for references?  Yes     No

If hired can you show proof of authorization to work in the United States?  Yes     No

(Proof of citizenship or immigration status will be required upon employment).

Date available for work \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_      What is your desired salary range? \_\_\_\_\_

Are you available to work:     Full Time     Part Time     Temporary    (Please indicate dates available \_\_\_\_/\_\_\_\_ - \_\_\_\_/\_\_\_\_)

Do you have experience in or have you ever worked in a similar business or occupation before?  Yes     No

If yes, please explain: \_\_\_\_\_

Have you been convicted of a felony? (Conviction will not necessarily disqualify you from employment)  Yes     No

If yes, please explain \_\_\_\_\_

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**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**

**PRIOR WORK HISTORY** (List in order, last or current employer first. Account for any gaps in your employment. If you need more room to complete your prior work history, use additional sheets of paper.) You may also attach a resume.

1. Employer Name	Employer Address	
Telephone	Dates Employed	Rate of Pay
Supervisor's Name/Title	Reason for Leaving	

Describe in detail the work you performed. Include information about the tasks you performed and the equipment you used (If you need more room to complete your prior work history, use additional sheets of paper.)

2. Employer Name	Employer Address	
Telephone	Dates Employed	Rate of Pay
Supervisor's Name/Title	Reason for Leaving	

Describe in detail the work you performed. Include information about the tasks you performed and the equipment you used.

3. Employer Name	Employer Address	
Telephone	Dates Employed	Rate of Pay
Supervisor's Name/Title	Reason for Leaving	

Describe in detail the work you performed. Include information about the tasks you performed and the equipment you used

**EDUCATION**

School	Name and Address of School	Course of Study	Years Completed	Diploma/Degree
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

**SPECIALIZED SKILLS**

Describe any other job related specialized training or skills acquired from employment, the United States military or other experience that you believe may help you qualify for the position for which you are applying. \_\_\_\_\_

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**APPLICANT'S STATEMENT**

I certify that the information provided herein and attached to this Application for Employment is true and complete.

I authorize the Company and its agents to investigate 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, misleading information or material omissions given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all company policies and procedures and that they may from time to time be changed, suspended, revoked, terminated or superseded by the Board of Directors and/or Company management.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

