

Employment Application

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Position Applied for		Desired Salary	

Are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If so, when?

Have you ever been convicted of a felony? YES NO If yes, explain:

Are any of your friends or relatives employed here? YES NO If Yes, Name: _____ Location: _____

Do you smoke or use tobacco products: YES NO

EDUCATION			
High School		Address	
Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree	
College		Address	
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree
Other		Address	
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree
Bilingual? Yes <input type="checkbox"/> No <input type="checkbox"/> Languages Spoken: _____			

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Email:
Company	Phone:
Address	Relationship
Full Name	Email:
Company	Phone:
Address	Relationship
Full Name	Email:
Company	Phone:
Address	Relationship

PREVIOUS EMPLOYMENT			
Company		Phone ()	Fax ()
Supervisor		Email	
Address			
Job Title		Starting Salary \$	Ending Salary \$
Responsibilities			
From To		Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	Fax ()
Supervisor		Email	
Address			
Job Title		Starting Salary \$	Ending Salary \$
Responsibilities			
From To		Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	Fax ()
Supervisor		Email	
Address			
Job Title		Starting Salary \$	Ending Salary \$
Responsibilities			
From To		Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

RECRUITMENT SOURCE
Employee Referral:
Advertisement:
If other, explain

DISCLAIMER AND SIGNATURE
I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.
Signature _____ Date _____

Position Applying for: _____

What prompted you to apply for this position?

Please describe what would make you a good candidate for this position.