

Employment Application



Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Cell Phone: _____ Email: _____

Date Available: _____ Social Security #: _____ Desired Pay: \$ _____

Position Applied for: _____ Years of Paid Experience (full-time-equivalent): _____

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Are you willing to undergo a background check, in accordance with local law/regulations? YES ☐ NO ☐

If No, explain: _____

Education

High School: _____ City, State: _____

From: _____ To: _____ Graduate? YES ☐ NO ☐ If Yes, Year Graduated: _____ GPA: _____

College: _____ City, State: _____

From: _____ To: _____ Graduate? YES ☐ NO ☐ Degree/Year: _____ GPA: _____

Other: _____ City, State: _____

From: _____ To: _____ Graduate? YES ☐ NO ☐ Degree/Year: _____ GPA: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Avg. Hours /Week: _____ Avg. Work Days /Week: _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO
☐ ☐ If No, Why? _____

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Avg. Hours /Week: _____ Avg. Work Days /Week: _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO
☐ ☐ If No, Why? _____

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Avg. Hours /Week: _____ Avg. Work Days /Week: _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO
☐ ☐ If No, Why? _____

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: _____