



Application For Employment

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including sex, age, ethnicity, gender, religion, or handicap.

Personal Information

Date: / /

SS#:

Name:

Last

First

Middle

Present Address:

Street

City

State

Zip

Permanent Address:

Street

City

State

Zip

Phone #:

Cell/Work#:

Email:

Referred by:

Are you 18 years of age or older:

Yes / No

Employment Desired

Position:

Date you can start:

Salary Desired:

Are you employed now?

Yes / No

Where?

How Long?

If so, may we contact your present employer?

Yes / No

Education	Name and Location of School	Year?	Graduate?	Subject(s) Studied?
Grammar School			Yes	
			No	
High School		1 2 3 4	Yes	
			No	
College		1 2 3 4	Yes	
			No	
Trade School		1 2 3 4	Yes	
			No	

General

Subjects of Special Study or Research Work:

Job Related Skills, Interests:

Give a brief description of availability (please list any conflicts; other employment, class schedules, etc.)

Former Employers

List Below Your Last Four Employers, Starting With The Most Recent First

Date (Mo./Year)	Name, Address, and Phone # of Employer	Last Salary	Position	Reason for Leaving
From: / To: /				
From: / To: /				
From: / To: /				
From: / To: /				

References

List Below Three (3) Persons Not Related To You, Whom You Have Known For At Least One Year.

Name	Address & Phone #	Position/ Acquaintance	Years Acquainted
1.			
2.			
3.			

If you are hired by the company, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you cannot comply with these requirements.

If you are hired by the company, you acknowledge that there is a sixty (60) day training period, during which and upon the completion of the sixty (60) day period you will be evaluated and may be retained or terminated with no guarantee of future employment.

Authorization

I certify that the facts contained in this application (and accompanying resumes or certificates, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the company.

I understand that any employment is conditioned on a background check. I authorize the company to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character, and general reputation to the Company, without giving me prior notice of such disclosure. In addition, I release the Company, any former employers and all references listed above from any and all claims, demands, or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the Company. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Company unless made in writing.

I understand that filling out this form does not indicate there is a position open and does not obligate the Company to hire. If hired, I agree to abide by all Company work rules, policies, and procedures. The Company retains the right to revise its policies and procedures, in whole or in part, at any time.

Signature: _____

Date: / /