



**Application for Employment**

Personal Information	Last Name	MI	First Name	Date of Application
	Present Address			
	Number		Street	Apt
	City		State	Zip Code
	Home Telephone ( )		Mobile Telephone ( )	Email Address

General Data	Position Applying For	Full Time	or	Part Time			
		[ ]		[ ]			
	Shifts Available (Specify Times)						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	How Did you Learn of This Job Opening:						
	[ ] Advertisement [ ] Walk-In [ ] Relative/Friend [ ] Referral _____ [ ] Agency [ ] Other						
	If under 18 years of age, can you supply a work permit after employment? (proof of age and work permit may be required prior to hiring)						
	[ ] Yes [ ] No [ ] NA						
Are you able to perform the essentials of the position in which you are applying with/without reasonable accommodations?							
[ ] Yes [ ] No							
Are you Legally Eligible for employment in the United States?							
[ ] Yes [ ] No							
If employed within the position you applied, will you be in a supervisory or subordinate position to any relative?							
[ ] Yes [ ] No							
Have you ever been convicted of a crime, misdemeanor or felony? (if yes, please describe in detail below) [ ] Yes [ ] No							

Education		High School	College	Trade/Professional/Other
	Name			
	Address			
	Years Completed			
	Course or Major			
	Degree Completed			

Employment	Most Recent Employment History first	
	Employer: _____	Dates Employed: _____ to _____
	Work Phone: ( ) _____	Address: _____

Employment	City: _____ State: _____ Zip Code: _____
	Pay Rate: \$ _____ Hourly Position: _____
	Duties Performed: _____
	Reason for Leaving: _____
	Supervisor's Name and Title: _____ May we contact? [ ] Yes [ ] No
	Employer: _____ Dates Employed: _____ to _____
	Work Phone: ( ) _____ Address: _____
	City: _____ State: _____ Zip Code: _____
	Pay Rate: \$ _____ Hourly Position: _____
	Duties Performed: _____
Reason for Leaving: _____	
Supervisor's Name and Title: _____ May we contact? [ ] Yes [ ] No	

List at least two personal references below that we may contact:

References	Name	Relationship to Reference	Phone Number

I certify that the facts set forth in this application for employment and/or resume are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for refusal to hire and/or immediate dismissal at any time during employment. This company is hereby authorized to make any investigations of my prior educational and employment history, unless otherwise noted. I release this company, any persons and organizations from all claims of liabilities of any nature arising from such investigations for this application for employment. I understand that employment at this company is "at will," which means that either I or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment will continue on that basis.

Signature \_\_\_\_\_

Date \_\_\_\_\_