



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, sexual orientation or any other legally protected status.

(PLEASE PRINT)

Position(s) Applied For	Date of Application
How Did You Learn About Us? <input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Walk-in <input type="checkbox"/> Employment Agency <input type="checkbox"/> Relative	
Desired Salary:	

Last Name:	First Name:	Middle Name:		
Present Address	Street	City	State	Zip
Phone Number:				

If you are under 18 years of age, can you provide required proof of your eligibility to work? YES NO

Have you ever filed an application with us before? YES NO

If YES, give date: _____

Have you ever been employed with us before? YES NO

If YES, give date: _____

Are you currently employed? YES NO

May we contact your current employer? YES NO

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? YES NO

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

On what date would you be available for work? _____

Are you available to work: Full Time Part Time Shift Work Temporary

Are you currently on "lay-off" status and subject to recall? YES NO

Can you travel if a job requires it? YES NO

Have you been convicted of a felony within the last 7 years? YES NO

Conviction will not necessarily disqualify an applicant from employment.

If YES, please explain: _____

Education

Name and Location of School	Years Attended	Did you Graduate	Course of Study
Grammar School			
High School			
College			
Trade, Business or Correspondence school			

Describe any specialized training apprenticeship, skills, and extra-curricular activities.

US Military or Naval Service	Rank

Former Employers

(List below last four employers, starting with last one first)

Date Month and Year	Name and Address of Employer	Salary	Position	Reason for Leaving
From				
To				
From				

To				
From				
To				
From				
To				

Additional Information

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

Specialized Skills

Check Skills

- | | | | |
|-------------------------------------|-------------------------------------|--|---|
| <input type="checkbox"/> CRT | <input type="checkbox"/> Fax | <input type="checkbox"/> Computer | <input type="checkbox"/> Microsoft Word |
| <input type="checkbox"/> Calculator | <input type="checkbox"/> Typewriter | <input type="checkbox"/> Microsoft Excel | <input type="checkbox"/> Microsoft Access |

List machinery that you know how to use:

State any additional information that you may feel may be helpful to us in considering your application.

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References:

Name	Address/Phone	Business	Years Known
1.			
2.			
3.			

EQUAL OPPURTUNITY EMPLOYER