



# APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap or veteran status. This company is an Equal Opportunity Employer.

## PERSONAL DATA

PLEASE PRINT OR TYPE

NAME		DATE
Last	First	Middle
CURRENT ADDRESS		TELEPHONE ( )
Street	City	Zip
PERMANENT ADDRESS		TELEPHONE ( )
Street	City	Zip
DAYTIME PHONE	SOCIAL SECURITY NUMBER	Are you over the age of 16? Yes No
Can you provide documentation to verify your identity and legal authority to work in the United States: Yes No		
Have you ever been convicted of a misdemeanor, a felony or convicted in a military court martial? If yes, give the date and explain. (A conviction will not necessarily disqualify you from employment.) _____ Yes _____ No If yes, explain:		

## POSITION APPLYING FOR

POSITION OR TYPE OF WORK DESIRED	Circle those you are interested in: Full-Time Part-Time Temporary		
CIRCLE DAYS AVAILABLE M T W TH F S SU Evenings	HOURS AVAILABLE Days	DATE AVAILABLE	
How did you hear about this company?			
WAGE OR SALARY ACCEPTABLE \$ /hr. -or- \$ /yr.	Have you ever been employed by this company? _____ Yes _____ No If yes, when?		

## EDUCATION AND TRAINING

Circle last yr completed	Grade, Trade or High School 1 2 3 4 5 6 7 8 9 10 11 12	Tech. College 1 2 3 4	Graduate 1 2 3 4
List all high schools, business or trade schools, and colleges/universities attended.			
NAME AND LOCATION	MAJOR/MINOR	DEGREE GRANTED	

**WORK EXPERIENCE**

List employment history.

COMPANY NAME AND LOCATION AND TELEPHONE NUMBER	JOB TITLE/ SALARY	SUPERVISOR	REASON FOR TERMINATION

May we contact these company's for reference checking? Yes                      No

Please include with the application a list of employment references we may contact.

List all relevant position skills (job knowledge, computer skills, machine knowledge, etc.)

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**IMPORTANT – READ BEFORE SIGNING**

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I authorize an inquiry to be made on the information contained in this application.

I authorize educational institutions or any employers listed in this application to provide information about me. I hereby release them from all liability for issuing such information. I hereby waive any privilege I have to such information.

I understand and acknowledge that if I misrepresent or omit material facts on this application or in any pre-employment conversation or if the results of an investigation are not satisfactory for any reason, any consideration, offer, or actual employment by the Company may be terminated immediately without obligation or liability to me other than payment of compensation at the rate agreed upon, for service actually rendered, if I had been employed.

I understand that no Company policies, procedures, or guidebooks that I might receive, are intended to create an employment contract, either express or implied, between the Company and myself for either employment or for the providing of any benefit. I understand that I have the right to terminate my employment at any time for any reason or no reason, with or without cause, and with or without prior notice, and that the Company retains the same right.

Applicant's Signature \_\_\_\_\_ Today's Date \_\_\_\_\_