

# APPLICATION FOR EMPLOYMENT

(please print in ink)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Home address \_\_\_\_\_

Mailing address \_\_\_\_\_

Position applied for \_\_\_\_\_

Date available to start work \_\_\_\_\_ SSN \_\_\_\_\_

If you are under 18, can you furnish a work permit?      Yes      No

Are you employed now?      Yes      No

If yes, may we contact your present employer?      Yes      No

List any days or hours you would be unable to work \_\_\_\_\_

If you are hired, can you provide proof that you can legally work in the United States?      Yes      No

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

Have you ever been convicted of a felony?      Yes      No

If yes, please explain. \_\_\_\_\_

What languages do you speak, read and/or write?

Speak \_\_\_\_\_

Read \_\_\_\_\_

Write \_\_\_\_\_

## PERSONAL REFERENCES

Name \_\_\_\_\_

Mailing address \_\_\_\_\_

Telephone number(s) \_\_\_\_\_

Name \_\_\_\_\_

Mailing address \_\_\_\_\_

Telephone number(s) \_\_\_\_\_

Name \_\_\_\_\_

Mailing address \_\_\_\_\_

Telephone number(s) \_\_\_\_\_

**EMPLOYMENT EXPERIENCE**

If a job offer is made, it will be contingent upon a satisfactory reference check.

Have you every been discharged or forced to resign from any employment situation?      Yes      No

If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List your work experience, in its entirety, beginning with your present or last job. If you need more space, please use a separate sheet of paper. If you have a resume, it may be attached; however, this section MUST be completed also.

Employer \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone(s) \_\_\_\_\_ Position \_\_\_\_\_

Hours worked per week \_\_\_\_\_ Starting Pay \_\_\_\_\_

Final Pay \_\_\_\_\_

Supervisor's name \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Describe responsibilities and work performed \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employer \_\_\_\_\_

Phone(s) \_\_\_\_\_ Position \_\_\_\_\_

Hours worked per week \_\_\_\_\_ Starting Pay \_\_\_\_\_

Final Pay \_\_\_\_\_

Supervisor's name \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Describe responsibilities and work performed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Employer \_\_\_\_\_

Phone(s) \_\_\_\_\_ Position \_\_\_\_\_

Hours worked per week \_\_\_\_\_ Starting Pay \_\_\_\_\_

Final Pay \_\_\_\_\_

Supervisor's name \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Describe responsibilities and work performed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_