

Application for Employment

Equal Opportunity Employer



Personal Data

Name (last, first, middle): _____

Address: _____

City: _____ State: _____ Zip code: _____

Primary phone: _____ Other phone: _____ Email: _____

If employed, can you provide proof of authorization to work in the US? Yes No

Position(s) applying for: _____

Referred by: Ad Friend Relative Agency Other: _____

Education

High School or Equivalent: _____

Diploma/certificate: Earned In progress

College/University: _____

Years attended: 1 2 3 4 Degrees or Diplomas earned: _____

Trade or Technical Training: _____

Degrees, Diplomas, or Certificates earned: _____

Graduate School: _____

Years attended: 1 2 3 4 Degrees or Diplomas earned: _____

Skills & Abilities

Summarize any special skills or qualifications that you acquired through employment or other experience that are applicable to the job that you are applying for:

Employment History

Begin with the most recent employer. Attach additional sheet if needed.

1. Employer: _____

Address: _____

Phone: _____ Manager's Name: _____

Title/Duties: _____

Dates of Employment: _____ Reason for Leaving: _____

2. Employer: _____

Address: _____

Phone: _____ Manager's Name: _____

Title/Duties: _____

Dates of Employment: _____ Reason for Leaving: _____

3. Employer: _____

Address: _____

Phone: _____ Manager's Name: _____

Title/Duties: _____

Dates of Employment: _____ Reason for Leaving: _____

Personal Data

Have you been employed here before? Yes No

May we contact your current employer? Yes No

I certify that all of my answers given here are true and complete to the best of my knowledge, and that supplying false information here-in shall result in immediate disqualification for consideration for employment or termination from employment, regardless of when such false information is discovered. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision; and I hereby agree to indemnify and hold harmless each and every current or prior employer in defending against any charge, complaint or suit filed with any Federal, State or local agency, or in any court of the State or Federal government for providing an accurate, factual history of employment information. I understand that neither this document nor any offer of employment from the employer constitutes an employment contract, unless a specific document to that effect is executed by the employer and employee in writing.

Signature of Applicant: _____ Date: _____