



# APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, disability, or national origin. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process. (Note: Fill in all blanks. If a blank does not apply, Mark N/A)

## 1. Personal Information

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **S.S. #:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **Driver's License #:** \_\_\_\_\_  
**State:** \_\_\_\_\_ **State of Driver's License:** \_\_\_\_\_  
**Zip:** \_\_\_\_\_

## 2. Employment Desired

**Position:** \_\_\_\_\_ **Have you applied to this company before?**  
**Start Date:** \_\_\_\_\_ **Yes:** [  ] **No:** [  ]  
**Salary Requirements:** \_\_\_\_\_ **If yes, when and where?**  
\_\_\_\_\_  
**Are you currently employed?** **May we contact your current employer?**  
**Yes:** [  ] **No:** [  ] **Yes:** [  ] **No:** [  ]

## 3. Current employer or last employer information

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Salary:** \_\_\_\_\_  
**Employer:** \_\_\_\_\_ **Position:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_  
**Reason for leaving:** \_\_\_\_\_

## 4. Former Employers

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Salary:** \_\_\_\_\_  
**Employer:** \_\_\_\_\_ **Position:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_  
**Reason for leaving:** \_\_\_\_\_

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Salary:** \_\_\_\_\_  
**Employer:** \_\_\_\_\_ **Position:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_  
**Reason for leaving:** \_\_\_\_\_

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Salary:** \_\_\_\_\_  
**Employer:** \_\_\_\_\_ **Position:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_  
**Reason for leaving:** \_\_\_\_\_

## 5. References

Persons not related to you, that you have known at least one year. Please list name, address, phone number and number of years acquainted.

\_\_\_\_\_  
\_\_\_\_\_

## 6. General Information

**Subjects of special study:** \_\_\_\_\_ **Job related skills:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 7. Education

**High school:** \_\_\_\_\_ **Graduate?** Yes [  ] No [  ]

**College:** \_\_\_\_\_ **Graduate?** Yes [  ] No [  ]

**Degree:** \_\_\_\_\_

If you are to be hired by the company, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you cannot comply with these requirements.

## 8. Authorization

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for the refusal to hire, or dismissal if I have been employed, no matter when discovered by the Company.

I understand that any employment is conditioned on a background check. I authorize the Company to thoroughly investigate all statements contained in my application and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the Company, without giving me prior notice of such disclosure. In addition, I release the Company, any former employers and all references listed above from any claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and, without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either the Company or myself. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Company unless made in writing.

I understand that filling out this form does not indicate there is a position open and does not obligate the Company to hire me. If hired, I agree to abide by all Company work rules, policies and procedures. The Company retains the right to revise its policies or procedures, in whole or part, at any time.

By signing this for, I agree to the above Authorization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date