

## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
                     *Last*                                      *First*                                      *M.I.*

Address: \_\_\_\_\_  
                     *Street Address*                                      *Apartment/Unit #*

\_\_\_\_\_  
                     *City*                                      *State*                                      *ZIP Code*

Phone \_\_\_\_\_ E-mail Address: \_\_\_\_\_ Driver's License: \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States?      YES ☐ NO ☐      If no, are you authorized to work in the U.S.?      YES ☐ NO ☐

Have you ever worked for this company?      YES ☐ NO ☐      If yes, when? \_\_\_\_\_

Have you ever been convicted of a felony?      YES ☐ NO ☐

If yes, explain: \_\_\_\_\_

### Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ Did you graduate? YES ☐ NO ☐ Degree: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ Did you graduate? YES ☐ NO ☐ Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ Did you graduate? YES ☐ NO ☐ Degree: \_\_\_\_\_

### References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Company: \_\_\_\_\_ Phone: \_\_\_\_\_

### Previous Employment

Company:

Phone:

Address:

Supervisor:

Job Title:

Starting Salary:

Ending Salary:

Responsibilities:

Dates:

Reason for Leaving:

May we contact your previous supervisor for a reference?

YES  
☐

NO  
☐

Company:

Phone:

Address:

Supervisor:

Job Title:

Starting Salary:

Ending Salary:

Responsibilities:

Dates:

Reason for Leaving:

May we contact your previous supervisor for a reference?

YES  
☐

NO  
☐

Company:

Phone:

Address:

Supervisor:

Job Title:

Starting Salary:

Ending Salary:

Responsibilities:

Dates:

Reason for Leaving:

May we contact your previous supervisor for a reference?

YES  
☐

NO  
☐

### Military Service

Branch:

Dates:

Rank at Discharge:

Type of Discharge:

If other than honorable, explain:

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_