



Employment Application

Applicant Information

First Name: _____ M.I.: _____ Last Name: _____ Date of Birth: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Email: _____ Cell: Home: Phone: _____ - _____ - _____

Are you a U.S. Citizen? Yes No

Have you ever been convicted of a felony? Yes No If yes, explain: _____

Have you ever worked for this company? Yes No If yes, when: _____

If selected for employment, are you willing to submit to a pre-employment drug screening test? Yes No

If selected for employment, are you willing to submit to a pre-employment background check? Yes No

Date Available For Work: _____ Position You Are Applying For: _____ Desired Salary: _____

Full Time or Part Time Shift Preference: Morning-Afternoon or Afternoon-Evening

Please fill out your availability times in the boxes below:

Monday Tuesday Wednesday Thursday Friday Saturday

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Education

High School: _____ Last Year Completed: _____ Did you graduate? Yes No

College: _____ Last Year Completed: _____ Degree (if any): _____

Previous Employment

Employment: _____ Dates Employed: _____

Work Phone: ____ - _____ Salary: _____ Position: _____

Address: _____ City: _____ State: _____

Zip Code: _____

Duties Performed: _____

Supervisor Name & Title: _____ May we contact them? Yes No

Reason For Leaving: _____

References

Please include three references not related to you.

Name: _____ Phone Number: ____ - _____

Relationship: _____ Years Known: _____

Name: _____ Phone Number: ____ - _____

Relationship: _____ Years Known: _____

Name: _____ Phone Number: ____ - _____

Relationship: _____ Years Known: _____

Acknowledgement and Authorization

- I certify that all answers given herein are true and complete to the best of my knowledge.*
- I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.*
- In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.*

Signature of Applicant: _____ Date: _____