



# Application for Employment

Position You Are Applying For \_\_\_\_\_

Desired Pay \_\_\_\_\_

Date Available for Work: \_\_\_\_\_

## PERSONAL INFORMATION

Last Name				First Name				Middle			
Address						City		State		Zip	
Home Phone: _____				Cell Phone: _____				Email address: _____			
Social Security Number: _____											
Are you a U.S. Citizen? [ ] Yes [ ] No											
Have you ever been convicted of a felony? [ ] Yes [ ] No											
If selected for employment are you willing to submit to a pre-employment drug screening test? [ ] Yes [ ] No											

## EDUCATION

School Name	Location	Years Attended	Degree Received	Major

Other training, certifications or licenses held: \_\_\_\_\_

## EMPLOYMENT

Employer: _____				Dates Employed: _____			
Work Phone: _____				Pay Rate: \$ _____ to _____			
Address: _____							
City: _____				State: _____		Zip: _____	
Position: _____							
Duties Performed: _____							
Supervisors Name and Title: _____							
Reason for leaving: _____							
May we contact them? [ ] Yes [ ] No							

## REFERENCES

Name	Title	Company	Phone

## 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 \_\_\_\_\_