



Application for Employment

3/4/2016

PERSONAL INFORMATION

Date ____/____/____

Name: First _____ M.I. _____ Last _____ Are you 18 or older? _____

Address: _____ City _____ State _____ Zip _____

How long at current address _____ Phone: _____ Email: _____

Referred By: _____ Ever convicted of a felony Yes _____ No _____

What was the last grade of school completed _____ Degree _____ Social Security # _____

EMPLOYMENT DESIRED

Position _____ Date you can start ____/____/____ Salary Desired \$ _____

Are you employed Yes _____ No _____ If, so can we inquire of your present employer Yes _____ No _____

Days and Times you are available to work:

DAYS: MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY SUNDAY

TIMES: _____

Optimal hours to work per week _____ Do you need extended time away (more than 1 week) in next 6 monthd? _____

FORMER EMPLOYERS

- | | | | | | | |
|-------------------|-----------|-----------|------------------------------|----------|----------|--------------------|
| 1) Dates: Mo & Yr | ____/____ | ____/____ | _____ | \$ _____ | _____ | _____ |
| | From: | To: | Name and Address of Employer | Salary | Position | Reason for leaving |
| 2) Dates: Mo & Yr | ____/____ | ____/____ | _____ | \$ _____ | _____ | _____ |
| | From: | To: | Name and Address of Employer | Salary | Position | Reason for leaving |
| 3) Dates: Mo & Yr | ____/____ | ____/____ | _____ | \$ _____ | _____ | _____ |
| | From: | To: | Name and Address of Employer | Salary | Position | Reason for leaving |

What job have you enjoyed most _____ What were your responsibilities _____

What is your best personal quality to offer an employer? _____

REFERENCES (include at least one former employer)

	Name	Address	Business	Phone	Years Known
1)	_____	_____	_____	_____	_____
2)	_____	_____	_____	_____	_____
3)	_____	_____	_____	_____	_____

Are you U. S. Citizen YES or NO If not, do you have documentation to prove legal work status in U.S. YES or NO

Signature _____

Do Not Write Below This Line

REMARKS: _____

Accepted By _____ Interviewed By: _____ Date ____/____/____