



We consider applicants for all positions without regard to race, color, sex, gender identity or expression, sexual orientation, religion, national origin, ancestry, age, familial, military or veteran status, disability, genetic information or any other legally protected status. Please notify us if you require reasonable accommodation for the application or interview process.

Name: _____ Date: ____/____/____

Address: _____ City: _____ State: _____ Zip: _____

How long have you lived there? Years: _____ Months: _____

Home phone: (____) ____-____ Work phone: (____) ____-____ Social Security Number: ____/____/____

Position for which you are applying: _____

Lowest acceptable wage: \$_____ per _____ Date you can start: ____/____/____

Are you available to work: Full-time Part-time Temporary Days Evenings Weekends All

LIST HOURS AND DAYS AVAILABLE TO WORK

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From (time)							
To (time)							

Referred by: Newspaper Ad Recruited Walk-in Other, please specify: _____

At any time have you been known by a different name? Yes No Name: _____

Are you either a U.S. citizen or legally eligible to hold employment in the United States? Yes No

Are you at least 18 years old? Yes No If no, birth date: ____/____/____

EDUCATION

Type of School	Name and Address of School	Diploma Degree	Major course of study
High School	Name: _____	Yes No	
	Street: _____ City: _____ State: _____ Zip: _____		
College	Name: _____	Yes No	
	Street: _____ City: _____ State: _____ Zip: _____		
Technical, Trade, Grad School, or Other	Name: _____	Yes No	
	Street: _____ City: _____ State: _____ Zip: _____		

Have you ever been terminated or asked to resign from any job? Yes No

If yes, explain the circumstances: _____

Do you have adequate transportation to and from work? Yes No

List any additional or special education, training, skills or machines operated: _____

Can you perform the essential functions of the position sought, with or without a reasonable accommodation? Yes No

Have you ever been convicted (found guilty) of attempting or committing any crime other than a minor traffic violation?

Yes No If yes, when? _____ For what? _____ Explain using additional sheet.

Have you been arrested for any matters for which you are out on bail or your own recognizance pending trial?

Yes No If yes, when? _____ For what? _____ Explain using additional sheet.

Note: A conviction record will not necessarily bar individuals from employment (you are required to reveal records which have been judicially expunged, sealed or eradicated.) Other factors will affect the final decision to hire or not hire.

List all former and current employers in reverse order. Give present or most recent employer first. Include any periods of unemployment, self-employment, military service, etc. Information provided is subject to verification. Attach additional sheets if necessary.

May we contact your present employer? Yes No

<p>(1)</p> <p>Company Name: _____ Position held/Title: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p> <p>Dates employed: From: ___/___/___ To: ___/___/___</p> <p>Supervisor's Name: _____ Title: _____ Phone Number: _____</p> <p>Starting rate of pay: \$ _____ per _____ Last rate of pay: \$ _____ per _____</p> <p>Responsibilities: _____</p> <p>Reason for leaving: _____</p> <p>If time elapsed between positions, please explain: _____</p> <p>(2)</p> <p>Company Name: _____ Position held/Title: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p> <p>Dates employed: From: ___/___/___ To: ___/___/___</p> <p>Supervisor's Name: _____ Title: _____ Phone Number: _____</p> <p>Starting rate of pay: \$ _____ per _____ Last rate of pay: \$ _____ per _____</p> <p>Responsibilities: _____</p> <p>Reason for leaving: _____</p> <p>If time elapsed between positions, please explain: _____</p> <p>(3)</p> <p>Company Name: _____ Position held/Title: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p> <p>Dates employed: From: ___/___/___ To: ___/___/___</p> <p>Supervisor's Name: _____ Title: _____ Phone Number: _____</p> <p>Starting rate of pay: \$ _____ per _____ Last rate of pay: \$ _____ per _____</p> <p>Responsibilities: _____</p> <p>Reason for leaving: _____</p> <p>If time elapsed between positions, please explain: _____</p>
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READ CAREFULLY BEFORE SIGNING

I hereby certify, to the best of my knowledge, that the answers given are true and complete. I also understand that an omission or falsification may disqualify me from consideration for employment or may be grounds for my immediate dismissal. I agree to conform to the rules and regulation of the company and, if employed, I understand and agree that my employment is at-will and that no employment contract rights have been created. I also understand and agree that my employment may be terminated at any time with or without cause and with or without advance notice at the option of either the company or myself.

I understand that no supervisor, manager or other representative of the company has authority to enter into any express or implied contract for employment for any specific period of time. Any agreement contract to the above must be in writing and expressly state that it is a contract and be signed by the authorized representative of the company. I agree to a physical examination, if requested following a conditional offer of employment, and understand that failure to meet any medical and/or health requirements for the position, with or without reasonable accommodation, will prevent my employment with the company. I also understand that employment, for certain positions, is conditional upon successful completion of a substance abuse screening test as part of the company's pre-employment policy.

(Applicant's Signature)

Date: _____