



General Employment Application

Date _____

Full Name: _____

Social Security # _____ Phone # _____

Address: _____ How Long: _____

Previous Address: _____ How Long: _____

Drivers License #: _____ State: _____ Endorsements (If Any) _____

Personal Status

If hired can you produce proof of age? _____ Are you over 18 years of age? _____

Do you have any family or other obligations which would prevent your working overtime or working regular hours? _____ If yes, Explain _____

General Information

Position Applying For: _____

Date Available For Employment: _____

Salary Required: _____ Per Month

What Prompted Your Application? Ad _____ Employee _____ Agency _____ Other _____

Have You Worked For Us Before? _____ Date: _____ Until _____

Do You Have A Friend Or Relatives Employed By This Company? (YES / NO) Name: _____

If You Are Not A Citizen Of This Country, Do You Have The Legal Right To Remain Here And To Work Here? (YES / NO) Permanently? (YES / NO) Temporarily? (YES / NO)

Have You Ever Been Bonded? _____ If Yes, Name Of Employer: _____

Have You Ever Been Convicted In A Criminal Case? _____ If Yes, Give Nature And Disposition: _____

(CONVICTION RECORDS ARE NOT NECESSARILY A BAR TO EMPLOYMENT)

Have You Served In This Country's Armed Services? _____ Branch: _____

Date In: _____ Date Out: _____ In Reserve? _____ Rank At Discharge: _____

Do You Have Any Special Skills Or Talents You Would Like To Develop For Career Use? _____

Do You Speak, Read, Or Write Languages Other Than English? _____

What Are Some Interests Or Hobbies You Have? _____



FORMER EMPLOYERS

Beginning With The Most Recent Employer, Account For All Time Including Unemployed Periods

Continue On Separate Sheet Of Necessary

From: _____ To: _____ Type Of Business: _____ May We Contact: (YES / NO)

Name Of Most Recent Employer: _____

Address: _____

Name Of Current Or Final Supervisor: _____

Starting Position/ Salary: _____ Ending Position/ Salary: _____

Reason For Leaving: _____

From: _____ To: _____ Type Of Business: _____ May We Contact: (YES / NO)

Name Of Prior Employer: _____

Address: _____

Name Of Final Supervisor: _____

Starting Position/ Salary: _____ Ending Position/ Salary: _____

Reason For Leaving: _____

From: _____ To: _____ Type Of Business: _____ May We Contact: (YES / NO)

Name Of Prior Employer: _____

Address: _____

Name Of Final Supervisor: _____

Starting Position/ Salary: _____ Ending position/ Salary: _____

Reason For Leaving: _____

Notes (If Any) Regarding Above: _____



"We are an 'at-will' employer and operate under the provision that employees have the right to resign their position at any time, with or without notice, and with or without cause, but would appreciate a 2 week notice, we the employer, have similar rights to terminate the employment relationship at any time, without or without notice and with or without cause."

Thank you for completing this application form and our interest in employment with us. We would like to assure you that your opportunity for employment with this company will be based only on your merit and on no other consideration.

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal.

Signature Of Applicant: _____

Date: _____