

SAMPLE JOB APPLICATION

PLEASE NOTE: It is important that you complete all parts of the application. If your application is incomplete or does not clearly show the experience and/or training required, your application may not be accepted. If you have no information to enter in a section, please write N/A.

| Name and Address | | | | | | | |
|--|-------------------------------|--|-------------------------------|--|-------------------------------|---|-------------------------------|
| Name (First, MI, Last) Juan Abdiel Ramirez Cruz | | | | Social Security Number 111 11 1111 | | | |
| Mailing Address PO Box 1325 | | | | | | | |
| City, State, and Zip Code Huron, CA 93234 | | | | | | | |
| Telephone (559) 482-4049 | | | | Alternate Phone | | | |
| If under 18, please list age 17 | | | | Email jrami-s428@chusd.org | | | |
| Job Type | | | | | | | |
| Days/hours available to work | | | | | | | |
| <input type="checkbox"/> I have no preference. | <input type="checkbox"/> Mon. | <input type="checkbox"/> Tues. | <input type="checkbox"/> Wed. | <input type="checkbox"/> Thurs. | <input type="checkbox"/> Fri. | <input type="checkbox"/> Sat. | <input type="checkbox"/> Sun. |
| I am seeking a: | | <input type="checkbox"/> Full-time job | | <input type="checkbox"/> Part-time job | | <input type="checkbox"/> Full- or Part-time | |
| How many hours can you work weekly? | | | | Can you work nights? | | Date available to begin | |
| Additional Information | | | | | | | |
| Have you ever been employed by this organization in the past? | | | | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| I certify that I am a U.S. citizen, permanent resident, or a foreign national with authorization to work in the United States. | | | | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Have you ever been convicted of, or entered a plea of guilty, no contest, or had a withheld judgment to a felony? | | | | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If Yes, please explain: | | | | | | | |
| Do you have a driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | Driver's license number | | Issued in what state? | |
| Have you had any accidents during the past three years? | | | | | | How many? | |
| Have you had any moving violations during the past three years? | | | | | | How many? | |

| Education | | | | |
|---|------------------------------|-----------------------------|----------------|-------------------|
| School | Location (mailing address) | Years Completed | Major | Degree or Diploma |
| High School | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| College or Business/Trade School | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Military | | | | |
| Have you even been in the Armed Forces? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Date entered | |
| Are you now a member of the National Guard? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Discharge date | |
| Specialty | | | | |

Work Experience

Please list ALL work experience beginning with your most recent job held. Attach additional sheets if necessary.

| | | |
|---------------------------|-------------------------|-----------------|
| Company | Name of last supervisor | Hrs/week |
| Address | Start Date | Starting Salary |
| City, State, and Zip Code | End Date | Final Salary |
| Phone number | Your last job title | |

Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

May we contact this employer? ☐ Yes ☐ No

| | | |
|---------------------------|-------------------------|-----------------|
| Company | Name of last supervisor | Hrs/week |
| Address | Start Date | Starting Salary |
| City, State, and Zip Code | End Date | Final Salary |
| Phone number | Your last job title | |

Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

May we contact this employer? ☐ Yes ☐ No

Work Experience (continued)

| | | |
|---------------------------|-------------------------|-----------------|
| Company | Name of last supervisor | Hrs/week |
| Address | Start Date | Starting Salary |
| City, State, and Zip Code | End Date | Final Salary |
| Phone number | Your last job title | |

Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

May we contact this employer? ☐ Yes ☐ No

References

Please include name, phone number, and circumstances of your acquaintance. Exclude relatives and former employers.

1.

2.

3.

4.

I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that, should this application contain any false or misleading information, my application may be rejected or my employment with this company terminated.

Signature

Date