

Application for Employment

Name _____

Address _____

Phone Number _____

Social Security number _____

Driver's License number _____

Position applying for: _____

Date available: _____

Full time _____ Part time _____ Flexible _____

Special job skills or qualifications: _____

Education	School	Course of study	Last year	Graduation date
High School				
College/University				
Trade/Vocational				
Other				

Employment	Job description	Employer's Address	Employer's Phone	Employment dates	Reason for leaving

May we contact your present employer? Yes _____ No _____

References	Address	Phone	Relationship	Occupation

Emergency Contacts	Address	Phone	Relationship

Please list any additional information (such as licenses, professional certifications, etc.) that you consider important for the job to which you have applied:

I understand that should I be hired, either I or the employer may terminate my employment at any time or for any reason consistent with state or federal law. I certify that the information in this application is correct and complete to the best of my knowledge and I understand that intentionally falsifying information could result in refusal of employment or discharge from employment. I also understand that to be lawfully employed in the U.S., I must show the employer documents proving my legal authorization to work in the U.S. I also authorize the employers, schools, and individuals named above to provide information to my prospective employer regarding my employment, education, character, and qualifications and I release them from all liability for damages in providing this information.

Date: _____

Signature of Applicant

This company is an equal opportunity employer. Your application will be considered without regard to race, age, color, gender, religion, national origin, marital status, ancestry, citizenship, veteran status, or physical or mental disability.

Applicants Please Do Not Write Below This Line

Interviewed by _____

References checked by: _____

Hiring Decision: ☐ Hired ☐ Rejected

Applicant notified date: _____ ☐ Rejection letter sent

Starting Date: _____ Rate of Pay: _____