

APPLICATION FOR EMPLOYMENT

(Please Print)

DATE OF APPLICATION: _____

POSITION APPLIED FOR: _____

NAME: (Last) _____ (FIRST) _____ (MIDDLE) _____

How did you learn about us? (Check one) Advertisement Friend/Family Walk-In

If you are under age 18, can you provide proof of your eligibility to work? Yes No

Have you ever applied here before? Yes No

Have you been employed here before? Yes No

Are you prevented from lawfully becoming employed in this country because of
Visa or Immigration Status?

(Proof of citizenship or immigration status will be required upon employment)

Yes No

On what date are you available for work? _____

What you are available to work? Full Time Part Time Temporary Shift Work

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if position requires it? Yes No

Have you been convicted of a felony with in the last 7 years?

(Conviction will not necessarily disqualify an applicant from employment)

Yes No

If yes, please explain: _____

SPECIALIZED SKILLS: (check all that apply)

GRT Fax machine Calculator Typewriter

Computer XL Word Printer

Tractor Lawnmower Backhoe Plow Truck/CDL

State any additional equipment usage or skills you feel may be helpful to us in considering your
Application for employment:

We consider applications for all positions without regard to race, color, religion, creed, gender,
national origin, age, disability, marital or veteran status, sexual orientation, or any other legally
protected status.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

(Please Print)

EMPLOYMENT EXPERIENCE

Start with your present or last employment. Include any job-related military service assignments and volunteer activities. You may exclude organizations, which indicate race, color, religion, gender, national origin, disabilities or other protected status.

	Dates Employed From To	Work Performed
1. Employer _____	_____	_____
Address _____	_____	_____
Phone Number _____	Hourly Rate _____	_____
Job Title _____	_____	_____
Reason for Leaving _____	_____	_____
_____	_____	_____

	Dates Employed From To	Work Performed
2. Employer _____	_____	_____
Address _____	_____	_____
Phone Number _____	Hourly Rate _____	_____
Job Title _____	_____	_____
Reason for Leaving _____	_____	_____
_____	_____	_____

	Dates Employed From To	Work Performed
3. Employer _____	_____	_____
Address _____	_____	_____
Phone Number _____	Hourly Rate _____	_____
Job Title _____	_____	_____
Reason for Leaving _____	_____	_____
_____	_____	_____

If you need additional space, please continue on a separate sheet of paper.

EDUCATION:

Elementary School _____
Name and Address

High School _____
Name and Address Grade completed

College _____
Name and Address Graduate

Other schooling or training: _____

REFERENCES:

1. _____
Name Address Phone

2. _____
Name Address Phone

3. _____
Name Address Phone

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this period should inquire as to whether or not applications are being accepted at that time.

If in the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant Date

FOR PERSONNEL USE ONLY

Arrange Interview Yes No Interview Date _____

Employed Yes No Start Date _____ Pay Rate _____

Department _____ Job Title _____

NOTES: _____

Interviewer

