

NAME: _____

ADDRESS: _____

PHONE: _____ Last 4 S.S.# _____

Is your age under 18? _____ If yes, do you have a work permit? _____

Have you a legal right to work in in the U.S.A.? _____

Do you have documentation of this? _____

JOB INTEREST

POSITION DESIRED: _____

Other positions for which you are qualified: _____

PART TIME _____ FULL TIME _____ TEMPORARY _____ REGULAR _____

DATE AVAILABLE: _____

If employed in this position, would you be in a supervisory or subordinate role to a relative employed here? _____

EDUCATION AND TRAINING

CIRCLE HIGHEST GRADE COMPLETED	6	7	8	9	10	11	12	13	14	15	16	16+
SCHOOL NAME	LOCATION											COURSE/DEGREE
HIGH SCHOOL	_____											_____
COMMUNITY COLLEGE	_____											_____
COLLEGE	_____											_____
TECHNICAL OR VOCATIONAL	_____											_____
OTHER TRAINING OR SKILLS	_____											_____

LIST OFFICE MACHINES, COMPUTERS OR HEAVY EQUIPMENT YOU CAN USE, YOUR SKILL LEVEL OR EXPERIENCE

EMPLOYMENT HISTORY

Please list ALL employment for the last 10 years with present or most recent employer first.

DATE	NAME & ADDRESS - EMPLOYER	1 JOB TITLE 2 DEPARTMENT 3 NAME OF SUPERVISOR	DESCRIBE MAJOR DUTIES	WAGES	REASON FOR LEAVING
FROM MO/YR		1		STARTING \$	
TO MO/YR		2		PER _____	
		3		FINAL \$	
				PER _____	
FROM MO/YR		1		STARTING \$	
TO MO/YR		2		PER _____	
		3		FINAL \$	
				PER _____	
FROM MO/YR		1		STARTING \$	
TO MO/YR		2		PER _____	
		3		FINAL \$	
				PER _____	
FROM MO/YR		1		STARTING \$	
TO MO/YR		2		PER _____	
		3		FINAL \$	
				PER _____	

HAVE YOU EVER BEEN CONVICTED OF A FELONY? **Y N** IF YES PLEASE EXPLAIN. _____

PRE-EMPLOYMENT STATEMENT

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS IN THIS APPLICATION

I FURTHER UNDERSTAND THAT ANY MISREPRESENTATION OR COMMISSION OF FACTS MAY BE CAUSE FOR IMMEDIATE DISCHARGE.

I ACCEPT THAT EMPLOYMENT IS AT THE WILL OF THE EMPLOYEE AND THE EMPLOYER AND MAY BE TERMINATED AT ANY TIME WITH OR WITHOUT CAUSE.

APPLICANTS SIGNATURE _____

DATE _____