

APPLICATION FOR EMPLOYMENT

Equal Opportunity Employer

PERSONAL INFORMATION

Date: _____

Name: _____
Last First Middle

Present Address: _____
Street City State Zip

Phone No.: _____ Are you 18 years or older? Yes No

Are you prevented from lawfully becoming employed
in this country because of visa or immigration status? Yes No

EMPLOYMENT DESIRED

Position: _____ Date you can start: _____ Salary Desired: _____

Are you employed now? _____ If so may we inquire of your present employer? _____

Ever applied to this company before? _____ If so, when? _____

Referred By: _____

<u>EDUCATION</u>	Name & Location of School	# of years Attended	Did you graduate?	Subjects Studied
GRAMMAR SCHOOL				
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

FORMER EMPLOYERS

List Below Three Employers, Starting With The Last Three First

Date Month & Year	Name & Address of Employer	Salary	Position	Reason for Leaving
From: To:				
From: To:				
From: To:				
From: To:				

Which of these jobs did you like best? _____

What did you like most about this job? _____

REFERENCES: Give the names of three persons not related to you, whom you have known at least one year.

Name	Address	Business	Years Acquainted

In case of emergency notify: _____
Name
Address
Phone No.

“I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time.
 In consideration of my employment, I agree to conform to the company’s rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the company’s option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representative, other than its president, and then only when in writing and signed by the president, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.

Date: _____ Signature of Applicant _____