

EMPLOYMENT APPLICATION

CLIENT/COMPANY: _____

CONTACT INFORMATION:

Name _____
 First Middle Last

Current Address _____
 Street Address City State Zip Code

Previous address _____
 Street Address City State Zip Code

Telephone Number _____ Email Address _____

Do you have the legal right to be employed in the United States? Yes No Are you over the age of 18? Yes No

COMPANY EXPERIENCE:

Have you worked for this company before? Yes No Dates Worked: From _____ To _____

Location _____ Position Held _____

Reason for leaving _____ Salary/Rate of Pay: \$ _____

GENERAL INFORMATION:

Position applying for _____ F/T P/T Temporary Seasonal

Availability Su _____ M _____ Tu _____ W _____ Th _____ F _____ Sa _____

Who referred you? _____ Rate of pay expected \$ _____

EDUCATIONAL BACKGROUND:

Type/Name of School, City & State	Did you graduate?	Course/Major/Degree
College _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Technical School _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
High School/Other _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____

LIST ALL PRESENT AND PAST EMPLOYMENT:

Are you currently employed? Yes No If yes, may we contact your current employer at this time? Yes No

1. Company Name _____ Date Worked From _____ To _____
 Address _____
 Type of Business _____ Position Held _____
 List Duties/Responsibilities _____
 Name of Supervisor _____ Telephone Number _____
 Reason for leaving _____ Ending Wage \$ _____

2. Company Name _____ Date Worked From _____ To _____
 Address _____
 Type of Business _____ Position Held _____
 List Duties/Responsibilities _____
 Name of Supervisor _____ Telephone Number _____
 Reason for leaving _____ Ending Wage \$ _____

3. Company Name _____ Date Worked From _____ To _____
 Address _____
 Type of Business _____ Position Held _____
 List Duties/Responsibilities _____
 Name of Supervisor _____ Telephone Number _____
 Reason for leaving _____ Ending Wage \$ _____

PROFESSIONAL REFERENCES:

List three (3) persons for references, other than family members, who have knowledge of your safety habits.

1. Name _____ Years Known _____ Relationship _____
 Company _____ Email Address _____
 Address _____
 Phone Number (s) _____

2. Name _____ Years Known _____ Relationship _____
 Company _____ Email Address _____
 Address _____
 Phone Number (s) _____

3. Name _____ Years Known _____ Relationship _____
 Company _____ Email Address _____
 Address _____
 Phone Number (s) _____

SPECIAL SKILLS:

Describe any other specialized training or skills related to the position(s) for which you are applying, and/or state any other information you feel may be helpful to the Company in considering your application for employment, i.e., language skills, business machines, computer software.

APPLICANT MUST READ AND SIGN:

I certify that I have read and understood all of this employment application. It is agreed and understood that the employer or his agents may investigate my background to ascertain any all information of concern to my employment history, whether same is of record or not, and I release employers and other persons named herein from all liability for any damages on account of furnishing such information. I understand that, as an applicant for a position with this company, I may be asked to demonstrate that I am capable of performing tasks which are pertinent to the job. I also understand that if offered a job, it may be conditioned on the results of a physical examination and drug test.

I further certify that I am a genuine applicant for employment and this application is being submitted solely for the purpose of seeking employment with the employer and for no other reason.

I agree to furnish such additional information and complete such examinations as may be required to complete my employment file.

I also understand that misrepresentation or omission of information or facts may result in my rejection or dismissal.

If hired, I agree to abide by all the rules and policies of the employer.

This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

Applicant Signature _____ Date _____