

Employment Application



Applicant Information

Full Name: _____ Date: _____
Last First MI

Address: _____
Street Address

City State Zip Code

Phone: _____ E-mail Address: _____

Position Applied For: _____ Date Available: _____ Desired Salary: _____
YES NO

Union Member: _____ If yes, which Union: _____

YES NO YES NO

Are you a citizen of the United States? If no, are you authorized to work in the U.S.?

YES NO

Have you ever worked for this company? If so, when? _____

YES NO

Have you ever been convicted of a felony?

If yes, explain: _____

Voluntary Information:

Prefer not to answer

Please select one of the following: African Amer Amer Indian Caucasian Hispanic Other: _____

Gender: Male Female

Education

High School: _____ YES NO

Years Attended: _____ to _____ Did you graduate?

College: _____ YES NO

Years Attended: _____ to _____ Did you graduate? Degree: _____

Other: _____ YES NO

Years Attended: _____ to _____ Did you graduate? Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone Number: _____

Full Name: _____ Relationship: _____

Company: _____ Phone Number: _____

Full Name: _____ Relationship: _____

Company: _____ Phone Number: _____

Previous Employment

Company: _____ Phone Number: _____
 Address: _____ Supervisor: _____
 Job Title: _____ Starting Salary: _____ Ending Salary: _____
 Responsibilities: _____
 Dates Employed: _____ to _____ Reason for Leaving: _____
 YES NO
 May we contact your previous supervisor for a reference:

Company: _____ Phone Number: _____
 Address: _____ Supervisor: _____
 Job Title: _____ Starting Salary: _____ Ending Salary: _____
 Responsibilities: _____
 Dates Employed: _____ to _____ Reason for Leaving: _____
 YES NO
 May we contact your previous supervisor for a reference:

Company: _____ Phone Number: _____
 Address: _____ Supervisor: _____
 Job Title: _____ Starting Salary: _____ Ending Salary: _____
 Responsibilities: _____
 Dates Employed: _____ to _____ Reason for Leaving: _____
 YES NO
 May we contact your previous supervisor for a reference:

Military Service

Branch: _____ Dates of Service: _____ to _____
 Rank at Discharge: _____ Type of Discharge: _____
 If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I also understand that if hired, my continued employment is subject to passing an initial drug test and possible future random drug tests.

Signature: _____ Date: _____