

# EMPLOYMENT APPLICATION

Today's Date: \_\_\_\_\_

## Applicant Note

This application form is intended for the use in evaluating your qualifications for employment. This is not an employment contract. Please answer all appropriate questions completely and accurately. False or misleading statements during the interview and on this form are grounds for terminating the application process or, if discovered after employment, terminating employment. All qualified applicants will receive consideration without discrimination because of sex, marital status, race, color, age, creed, national origin, sexual orientations, military reserve membership, ancestry, religion, height, weight, use of a guide or support animal because of blindness, deafness or physical handicap, or the presence of disabilities. A felony conviction will not necessarily bar an applicant from employment. Additional testing of job-related skills and for the presence of drugs in your body may be required prior to employment.

**Position Applying For:** \_\_\_\_\_

**Name:** \_\_\_\_\_  
Last First M.I.

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_  
Street City, State Zip

**Prior Address:** \_\_\_\_\_  
(if relocated less than five years ago) Street City, State Zip

**Position Applying For:** \_\_\_\_\_ **Salary / Hourly Wage Expectation: \$** \_\_\_\_\_

**What date can you start?** \_\_\_\_\_ **Are you authorized to work in the U.S.?** \_\_\_\_\_

**Have you used any names other than given above? If so please list** \_\_\_\_\_

**Have you been convicted of a crime in the past seven years? If so please describe below.**

| <u>Incident</u> | <u>City/State</u> | <u>Charge</u> |
|-----------------|-------------------|---------------|
|                 |                   |               |
|                 |                   |               |
|                 |                   |               |

## Job-Related Skills / Security / Qualifications

Please list any skills, licenses, or certifications that may be job-related or that you feel would be of value to this job:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Previous Employers

**Most Recent Employer:** \_\_\_\_\_

**Are you currently working for this employer?** \_\_\_\_\_ **If yes, can we contact this employer?** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Employer Address:** \_\_\_\_\_  
Street City, State Zip

**Employer Phone:** \_\_\_\_\_ **Dates Employed: from** \_\_\_\_\_ **to** \_\_\_\_\_

**Job Title/Duties:** \_\_\_\_\_

**Salary:** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_

\_\_\_\_\_

Notes: