



**APPLICATION FOR EMPLOYMENT**

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_  
           Last                      First                      Middle

Present Address \_\_\_\_\_ How long have you lived there? \_\_\_\_\_  
                   Street & No.                      City/State                      Zip

Previous Address \_\_\_\_\_ How long did you live there? \_\_\_\_\_  
                   Street & No.                      City/State                      Zip

Telephone No. \_\_\_\_\_ Are you 25 years of age or older? ( ) Yes ( ) No

Have you ever worked for this company before? ( ) Yes ( ) No

If yes, please give dates and position: \_\_\_\_\_

Position you are applying for: \_\_\_\_\_

Do you have any friends or relatives working here? ( ) Yes ( ) No

If yes, Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Have you ever pled guilty or "no contest" to a crime, been convicted of a crime, had adjudication withheld, prosecution deferred or do you have any criminal charges pending? ( ) Yes ( ) No

If yes, please give date and details of each: \_\_\_\_\_

**PREVIOUS EMPLOYMENT**

Please list the names of your present or previous employers in chronological order with present or last employer listed first. Be sure to account for all periods of time including any period of unemployment.

|  |                  |      |                              |                     |
|--|------------------|------|------------------------------|---------------------|
| Present or Past Employer<br>Address _____<br>City/State/Zip _____<br>Telephone _____ | From:<br><br>To: | Pay: | Position:<br><br>Supervisor: | Reason for Leaving: |
| Present or Past Employer<br>Address _____<br>City/State/Zip _____<br>Telephone _____ | From:<br><br>To: | Pay: | Position:<br><br>Supervisor: | Reason for Leaving: |

|  |       |      |             |                     |
|--|-------|------|-------------|---------------------|
| Present or Past Employer<br>Address _____<br>City/State/Zip _____<br>Telephone _____ | From: | Pay: | Position:   | Reason for Leaving: |
|  | To:   |      | Supervisor: |                     |
|  |       |      |             |                     |

|  |       |      |             |                     |
|--|-------|------|-------------|---------------------|
| Present or Past Employer<br>Address _____<br>City/State/Zip _____<br>Telephone _____ | From: | Pay: | Position:   | Reason for Leaving: |
|  | To:   |      | Supervisor: |                     |
|  |       |      |             |                     |

|  |       |      |             |                     |
|--|-------|------|-------------|---------------------|
| Present or Past Employer<br>Address _____<br>City/State/Zip _____<br>Telephone _____ | From: | Pay: | Position:   | Reason for Leaving: |
|  | To:   |      | Supervisor: |                     |
|  |       |      |             |                     |

Have you ever been terminated? ( ) Yes ( ) No If yes, please explain circumstances: \_\_\_\_\_

Please explain fully any gaps in your employment history: \_\_\_\_\_

**EDUCATION**

|                       | School Name/Location | Years Completed | Degree | Study/Major |
|-----------------------|----------------------|-----------------|--------|-------------|
| Elementary            |                      |                 |        |             |
| High School           |                      |                 |        |             |
| College/University    |                      |                 |        |             |
| Graduate/Professional |                      |                 |        |             |
| Trade/Correspondence  |                      |                 |        |             |
| Other                 |                      |                 |        |             |

**PERSONAL REFERENCES**

(No relatives)

| Name | Relationship | Address | Telephone No. |
|------|--------------|---------|---------------|
|      |              |         |               |
|      |              |         |               |
|      |              |         |               |

This application will be considered active for a maximum of (30) days. If you wish to be considered for employment after that time, you must reapply.

I HEREBY CERTIFY that all of the information that I have provided in this application is true and accurate.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Applicant

**This company is an equal opportunity employer and does not discriminate because of race, color, religion, sex, age, citizenship, martial status, disability, or national origin.**

**EQUAL OPPORTUNITY EMPLOYER  
APPLICANT'S STATEMENT**

I understand that if I am hired, my employment will be for no definite period, regardless of the period of payment of my wages. I further understand that I have the right to terminate my employment at will at any time with or without notice of reason, and the Company has the same right. No one other than the President of the Company has authority to modify this relationship or make any agreement to the contrary. Any such modification or agreement must be in writing.

I understand the Company reserves the right to require me to submit to a drug test at any time and also reserves the right to require me to submit to an alcohol test and/or medical examination to the extent permitted by law. I further understand that the Company may contact my previous employers and I authorize those employers to disclose to the Company all records and other information pertinent to my employment with them. I release my previous employers from any liability as a result of their disclosure of information about me to the Company. I also authorize the Company to provide truthful information concerning my employment with it to my future prospective employers and I agree to hold it harmless for providing such information.

I further understand that if employed I will be on a 90-day introductory period, and that termination for unsatisfactory performance during that period will not result in any Company responsibility for unemployment benefits. I further understand that completion of the introductory period does not confer any expectation of continued employment, and that if employed, my employment will be for no definite period and "at-will."

By signing this application, I certify that all of the information that I provide on this application and in any interview will be true, complete and accurate. I understand that if I am employed and any such information is later found to be false or misleading in any respect, I will be dismissed.

I certify that I have received a written notification that the Company may obtain a consumer report or reports on me. I authorize this Company to obtain such a report or reports for use in connection with my application for employment and for other employment-related reasons. If hired, this authorization shall remain on file and serve as ongoing authorization for procurement of employment-related consumer reports at any time during my employment. I understand that the term "consumer report" includes, but is not limited to, credit checks, criminal background checks, Department of Motor Vehicle reports, and investigative consumer reports. I further understand that the term "investigative consumer report" means a report in which information on my character, general reputation, personal characteristics, or mode of living is obtained through personal interviews with my neighbors, friends, or associates, or with others with whom I am acquainted or who may have knowledge concerning any such items of information.