



Application For Employment

We are an equal opportunity employer. We comply with all applicable Federal, State and Local laws concerning discrimination in employment. No question in this application is intended to elicit information in violation of any such law nor will any information obtained in response to any question be used in violation of any such law.

Please Print

Position(s) applied for _____ Date of Application ___/___/___

Name (L) _____ (F) _____ (M) _____

Address _____

Phone _____ Cell or other phone _____ Social Security # _____

If you are under 18, and it is required, can you furnish a work permit? YES • NO •

If no, please explain _____

Have you ever been employed here before? YES • NO •

Are you legally eligible for employment in this country? YES • NO •

Date available for work ___/___/___

Type of employment desired • Full-time • Part-time • Temporary • Seasonal • Educational/Co-Op

Are you able to meet the attendance requirements for the position? YES • NO •

Have you been convicted of a crime in the last (7) years? YES • NO •

If Yes, please explain _____

Driver's license number if driving is an essential job function _____ State _____

WORK EXPERIENCE

List present and former employers beginning with the most recent

| | | | |
|------------------------------|----|--|-------|
| FROM | TO | EMPLOYER | PHONE |
| JOB TITLE | | ADDRESS | |
| IMMEDIATE SUPERVISOR & TITLE | | SUMMARIZED THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES | |
| REASON FOR LEAVING | | | |
| FROM | TO | EMPLOYER | PHONE |
| JOB TITLE | | ADDRESS | |
| IMMEDIATE SUPERVISOR & TITLE | | SUMMARIZED THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES | |
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| REASON FOR LEAVING | | | |



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Skills and Qualifications

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying _____

Record of Education - (if job related)

| Name and Location | YRS COMP | Did You Graduate? | Course of Study |
|-------------------|----------|-------------------|-----------------|
| High School | | Y or N | |
| College | | Y or N | |
| Other | | Y or N | |

Personal References - (not Former Employers or Relatives)

| Name | Phone | Years Known |
|------|-------|-------------|
| | | |
| | | |
| | | |

To be completed by all applicants – Please read carefully before signing

I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION AND IN ANY RESUME PROVIDED BY ME OR ANY PARTY REPRESENTING MY INTERESTS IS CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT ANY FALSE STATEMENTS, MISREPRESENTATIONS OR OMISSIONS MADE BY ME ON THIS APPLICATION OR ANY SUPPLEMENT THERETO, WILL BE SUFFICIENT GROUNDS FOR REJECTION OF THIS APPLICATION OR DISCHARGE AFTER EMPLOYMENT.

I GIVE THE EMPLOYER THE RIGHT TO OBTAIN PERTINENT INFORMATION CONCERNING ME FROM FORMER EMPLOYERS AND OTHER, AND I RELEASE ALL THOSE PROVIDING OR REQUESTING SUCH INFORMATION FROM ANY LIABILITY THAT MAY ARISE BY TRUTHFUL DISCLOSURES OR SUCH INVESTIGATIONS.

IF I AM HIRED, I UNDERSTAND THAT I AM FREE TO RESIGN AT ANY TIME, WITH OR WITHOUT CAUSE AND WITHOUT PRIOR NOTICE, AND THE EMPLOYER RESERVES THE SAME RIGHT TO TERMINATE MY EMPLOYMENT AT ANY TIME WITH OR WITHOUT CAUSE AND WITHOUT PRIOR NOTICE, EXCEPT AS MAY BE REQUIRED BY LAW. THIS APPLICATION DOES NOT CONSTITUTE AN AGREEMENT OR CONTRACT FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OR DEFINITE DURATION. I UNDERSTAND THAT NO REPRESENTATIVE OF THE EMPLOYER, OTHER THAN AN AUTHORIZED OFFICER, HAS THE AUTHORITY TO MAKE ANY ASSURANCES TO THE CONTRARY. I FURTHER UNDERSTAND THAT ANY SUCH ASSURANCES MUST BE IN WRITING AND SIGNED BY AN AUTHORIZED OFFICER.

I UNDERSTAND IT IS IN THE COMPANY'S POLICY NOT TO REFUSE TO HIRE A QUALIFIED INDIVIDUAL WITH A DISABILITY BECAUSE OF THAT PERSON'S NEED FOR A REASONABLE ACCOMMODATION AS REQUIRED BY THE ADA.

I ALSO UNDERSTAND THAT IF I'M HIRED, I WILL BE REQUIRED TO PROVIDE PROOF OF IDENTITY AND LEGAL WORK AUTHORIZATION.

Your signature acknowledges you have read and agree to the material above.

Applicant's Signature _____ **Date** ____/____/____