



<u>Official Use Only!</u>	
Department _____	Start Date _____
Pay Rate _____	Employee # _____

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

DATE OF APPLICATION: _____

Name: _____
Last
First
Middle

Address: _____
Street
City, State
Zip

Alternate Address: _____
Street
City, State
Zip

Contact Information: () ()
Home Telephone
Mobile
Email

How did you learn about our company? friend newspaper roof sign website job fair other _____

The civil rights act of 1964 prohibits discrimination in employment because of race, color, religion, sex or national origin. Federal law also prohibits other types of discrimination such as age, citizenship, disability, veteran status, attainment of benefits and participation in union activities. The laws of most states and many localities also prohibit some or all of the above types of discrimination as well as some additional types including, but not limited to, discrimination based upon ancestry, marital status, parental status, sexual orientation, or source of income. The Fair Credit Reporting Act imposes restrictions with respect to information obtained from a consumer reporting agency, including but not limited to information regarding credit data, personal character, general reputation and mode of living. This list, however, is not exhaustive of the grounds on which discrimination is prohibited.

Position/Dept.: _____ **Available Start Date:** _____ **Approximate End Date:** _____

Desired Pay Range: _____ **Are you currently employed?** Yes No **If Yes where?** _____

Are you legally eligible for employment in the USA? Yes No

Are you over the age of 18? Yes No if no, please provide your birth date _____

EDUCATION

	Name and Location	grade/year/degree	Major/Subjects of Study/Special Interest
High School			
College or University			
Specialized Training, Trade School, etc...			
Other Education			

PREVIOUS EXPERIENCE

Please list beginning from most recent

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

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Job notes, tasks performed and reason for leaving:

.....

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Job notes, tasks performed and reason for leaving:

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Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

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By signing below I give permission to contact the employers listed above concerning my prior work experience.

Signature _____

The facts set forth in my application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decided to employ me. I understand and agree that my employment is at-will and can be terminated by either party with or without notice, at any time, for any reason or no reason. No one other than an officer of the Company has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing and then only in writing signed by an officer.

Signature of applicant _____