



Personal Information Date: _____

Name: _____
Last First Middle

Home Phone: () _____

Message Phone: () _____

Address: _____
City State Zip

Previous Address: _____
City State Zip

Y N Are you 18 years of age or older? How were you referred to us? _____

Y N If under 18, if required by State Law, can you furnish a work permit or GED?

Y N Are you legally eligible for employment in the U.S.? Y N If hired would you have reliable means of transportation?

References:

1. Name: _____ Relationship: _____ Phone: _____

2. Name: _____ Relationship: _____ Phone: _____

3. Name: _____ Relationship: _____ Phone: _____

Employment Desired Position Applying for: _____

Location: _____ Salary Desired: _____ Date You Can Start: _____

Hours Available:	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Have you worked with us before? Y N From: _____ To: _____ Position: _____ Are you applying for seasonal work? Y N

Reason for Leaving: _____ Are you available to work overtime? Y N

Education & Training

Name	Address	Years Completed	Did You Graduate?	Subjects Studied
High School	_____	_____	Y N	_____
College	_____	_____	Y N	_____
College/Other	_____	_____	Y N	_____
Trade School	_____	_____	Y N	_____

List skills relevant to the position applied for: _____

Why do you want to work for us? _____

What kind of people annoy you the most and how do you deal with them? _____

What motivates you to work harder? _____

Previous Employment

(Please start with current/most recent employer first. Include any relevant volunteer or unpaid work experience.)

From: _____ Employer's Name _____ Position: _____
 To: _____ Address _____ Phone: _____
 Duties Performed: _____ # of hrs/wk _____
 Immediate Supervisor: _____ May we contact this _____ If "No" please explain: _____
 Employer? Y___ N___ _____
 Reason for Leaving: _____

From: _____ Employer's Name _____ Position: _____
 To: _____ Address _____ Phone: _____
 Duties Performed: _____ # of hrs/wk _____
 Immediate Supervisor: _____ May we contact this _____ If "No" please explain: _____
 Employer? Y___ N___ _____
 Reason for Leaving: _____

From: _____ Employer's Name _____ Position: _____
 To: _____ Address _____ Phone: _____
 Duties Performed: _____ # of hrs/wk _____
 Immediate Supervisor: _____ May we contact this _____ If "No" please explain: _____
 Employer? Y___ N___ _____
 Reason for Leaving: _____

Please explain any gaps in your employment history: _____

Please list any friends, acquaintances or relatives that you know who are currently employed with the company: _____

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I hereby authorize the company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment unless otherwise specified above. I further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the Company's designated representative.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

Applicant Signature: _____

Date: _____