

# Application for Employment



We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, sexual orientation, citizenship status, genetic information or any other legally protected status.

Position(s) Applied For:

Date of Application:

How did you  
learn about us?

Advertisement

Inquiry

Employee Referral

Employee Name \_\_\_\_\_

Employment Agency

Other \_\_\_\_\_

First Name:

Last Name:

Middle Name:

Address:

City:

State:

Zip Code:

Phone Numbers:

Email

Have you ever been employed with us before?

Yes  No

If Yes, give date \_\_\_\_\_

Are you authorized to work in the US?

Yes  No

Date available for work \_\_\_\_\_

Are you currently on "lay-off" status and subject to recall?

Yes  No

Are you available to work:

Full-Time please indicate shift: 1st 2nd 3rd

Part-Time please indicate time of day: Morning Afternoon Night

Temporary (please indicate dates available \_\_\_\_\_ - \_\_\_\_\_)

Describe any specialized training, apprenticeship, skills, and extra-curricular activities.

State any additional information you feel may be helpful to us in considering your application.

Highest level of education completed:

High School/GED

Tech School

Associate's Degree

Bachelor's Degree

What professional licenses do you hold?

Do you have any military experience?

## Note to Applicants:

**Do not answer this question unless you have been informed about the requirements of the job for which you are applying.**

Can you perform the essential functions of the job, for which you are applying, either with or without a reasonable accommodation?

Yes  No

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**

# Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer:	Dates Employed: _____ to _____
Address:	<b>Work Performed</b>
Phone Numbers:	
Job Title:	
Reason for Leaving:	

Employer:	Dates Employed: _____ to _____
Address:	<b>Work Performed</b>
Phone Numbers:	
Job Title:	
Reason for Leaving:	

Employer:	Dates Employed: _____ to _____
Address:	<b>Work Performed</b>
Phone Numbers:	
Job Title:	
Reason for Leaving:	

## References

Name:	Phone Number:
Address:	
Name:	Phone Number:
Address:	
Name:	Phone Number:
Address:	

## Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in

\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_

Date