

**PLEASE PRINT ALL INFORMATION  
EXCEPT SIGNATURE**

Date \_\_\_\_\_

**APPLICATION FOR EMPLOYMENT**

Name \_\_\_\_\_  
Last First Middle Maiden

Present Address \_\_\_\_\_  
Number Street City State Zip

How Long \_\_\_\_\_ If under 18, please list age \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ Days/hours available to work  
 No Pref \_\_\_\_\_ Thur \_\_\_\_\_  
 Mon \_\_\_\_\_ Fri \_\_\_\_\_  
 Tue \_\_\_\_\_ Sat \_\_\_\_\_  
 Wed \_\_\_\_\_ Sun \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Desired Salary \_\_\_\_\_

Employment Desired:     Full-Time Only     Part-time Only     Full or Part-Time

When are you available for work? \_\_\_\_\_

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	NUMBER OF YEARS COMPLETED	MAJOR/DEGREE
High School				
College				
Bus. Or Trade School				
Professional School				

Have you ever been convicted of a crime?     No     Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*\*\*Note: A criminal conviction listed on this application will not disqualify the applicant from being hired. The nature or gravity of any offense or conduct; the time elapsed since conviction and/or completion of any jail sentence; and the responsibilities of the job being filled will all be considered.



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#### MILITARY

Have you ever been in the armed forces?  Yes  No

Are you a member of the National Guard?  Yes  No

Specialty \_\_\_\_\_ Date Entered \_\_\_\_\_ Date Discharged \_\_\_\_\_

#### WORK EXPERIENCE

Please list your work experience for the past 5 years beginning with your most recent.

Name of Employer \_\_\_\_\_ Phone # ( \_\_\_\_\_ ) \_\_\_\_\_

Job Title \_\_\_\_\_ Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Job Duties \_\_\_\_\_

Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_ Pay: Start \_\_\_\_\_ Final \_\_\_\_\_

Name of Employer \_\_\_\_\_ Phone # ( \_\_\_\_\_ ) \_\_\_\_\_

Job Title \_\_\_\_\_ Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Job Duties \_\_\_\_\_

Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_ Pay: Start \_\_\_\_\_ Final \_\_\_\_\_

Name of Employer \_\_\_\_\_ Phone # ( \_\_\_\_\_ ) \_\_\_\_\_

Job Title \_\_\_\_\_ Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Job Duties \_\_\_\_\_

Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_ Pay: Start \_\_\_\_\_ Final \_\_\_\_\_

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APPLICATION FOR EMPLOYMENT

WORK EXPERIENCE      Please list your work experience for the past 5 years beginning with your most recent.

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Name of Employer \_\_\_\_\_ Phone # (\_\_\_\_\_) \_\_\_\_\_  
Job Title \_\_\_\_\_ Address \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Job Duties \_\_\_\_\_

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Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_ Pay: Start \_\_\_\_\_ Final \_\_\_\_\_

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Name of Employer \_\_\_\_\_ Phone # (\_\_\_\_\_) \_\_\_\_\_  
Job Title \_\_\_\_\_ Address \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Job Duties \_\_\_\_\_

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Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_ Pay: Start \_\_\_\_\_ Final \_\_\_\_\_

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Name of Employer \_\_\_\_\_ Phone # (\_\_\_\_\_) \_\_\_\_\_  
Job Title \_\_\_\_\_ Address \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Job Duties \_\_\_\_\_

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Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_ Pay: Start \_\_\_\_\_ Final \_\_\_\_\_

May we contact your present employer?     Yes     No  
Did you complete this application yourself?     Yes     No  
If not, who did? \_\_\_\_\_

**APPLICATION FORM WAIVER**

In exchange for the consideration of my job application by \_\_\_\_\_ (hereinafter called "the company"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of "the company", or otherwise to change in any aspect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the President/General Manager of "the company". Both the undersigned and "the company" may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the company may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contact.

I also understand that (1) the Company has a drug and alcohol policy that provides for pre-employment testing as well as testing after employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job-related physical examinations.

I understand that, in connection with the routine processing of your employment application, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Company, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

This Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Company depends solely on your qualifications.

Thank you for completing this application form and for your interest in our business.