

# Application For Employment

Please Read Before Filling Out This Application

This Company does not discriminate in hiring or employment on the basis of race, color, sex, religion, disability, national origin, citizenship, or on the basis of age with respect to persons 18 years or older. No question on this application is intended to secure information to be used for such discrimination. Proof of identity and work authorization will be required upon employment in accordance with federal regulations. **This Company intends to check and hold you responsible for the accuracy of the statements you make on this application.** This application will receive consideration for **thirty (30) days.** If you have not heard from the Company within thirty days and wish to receive further consideration for employment, it will be necessary to complete another application form.

## Personal Data

Social Security Number \_\_\_\_\_

Name \_\_\_\_\_  
(Last) (First) (Middle)

Are you 18 years or older? Yes \_\_\_\_\_ No \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Telephone Number \_\_\_\_\_

Have you ever been convicted of a crime other than a minor traffic violation? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, explain \_\_\_\_\_  
*(A "yes" answer to this question does not necessarily preclude consideration for employment)*

## Educational Data

Circle Highest Grade Completed:

1 2 3 4 5 6 7 8 9 10 11 12												1 2 3 4 5					1 2 3 4			
Grade, Junior High or High School												College or University					Graduate School			

Type of School	Name of School	Location	Major Subject or Course of Study	Did You Graduate?
Junior High School			////////////////////	
High School				
College				
Business or Trade School				
Correspondence School				
Other (Specify)				
Graduate School				

List Degree(s) Obtained \_\_\_\_\_



## **Relatives In Our Employment**

Name	Relationship	Name	Relationship

## **Military**

Branch of Service: \_\_\_\_\_

Duties in the service, including schools and training: \_\_\_\_\_

\_\_\_\_\_

## **Special Skills**

What knowledge, special technical or computer skills, and/or other qualifications have you acquired from employment or other experience? Include any specific equipment that you can proficiently operate.

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List any first aid or emergency response training for which you are currently certified (give date of certification).

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\_\_\_\_\_

## References

Give three references who are not family or friends.				
Name	Occupation/Company	Years Known	Phone	Address

## Affidavit

I certify that all information given on this application and any accompanying documents is true and correct. I authorize, without liability, investigation of all statements in this application and accompanying documents.

I authorize all schools which I attended and all previous employers to furnish to the Company my record, reason for leaving and all information they may have concerning me, and hereby release them and the Company from all liability for any damage whatsoever arising therefrom.

I authorize my neighbors, friends or others with whom I am acquainted or who are acquainted with me to furnish the Company with information used in connection with the evaluation of my qualifications as a prospective employee. I release such persons and organizations from any legal liability in making such statements.

By signing this application, I authorize the Company to make investigations and I indicate my awareness that false statements or failures to disclose certain information may be sufficient to disqualify me for employment, or if employed, may result in my dismissal.

I understand that proof of identity and work authorization will be required upon employment in accordance with federal regulations. In the event of my employment by the Company, I agree to abide by all present and subsequently issued rules of the Company.

Signature \_\_\_\_\_

Name \_\_\_\_\_  
(Please print)

Date \_\_\_\_\_