

APPLICATION FOR EMPLOYMENT

Answer each question **completely**. A resume may be attached, but **does not** replace completion of this application.

Position Applied For: _____	Date of Application: _____
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NAME _____

Last
First
Middle

ADDRESS _____

Street
City
State, Zip

HOME PHONE _____ MOBILE PHONE _____

Email Address _____

EDUCATION/PROFESSIONAL TRAINING

	High School	Undergraduate	Graduate/Professional
School Name & Location			
Describe any specialized training, apprenticeship, skills and extra-curricular activities.			

Start with your present or most recent job:

1.

Employer	Dates Employed		Work Performed
Address	From: Mth/Day/Yr	To: Mth/Day/Yr	
Phone Number(s)	Hourly Rate/Salary		
Job Title	Starting	Final	
Supervisor's name and title	Full-Time <input type="checkbox"/>	Part-Time <input type="checkbox"/>	
Reason for Leaving	May we contact this employer for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>		

2.

Employer	Dates Employed		Work Performed
Address	From: Mth/Day/Yr	To: Mth/Day/Yr	
Phone Number(s)	Hourly Rate/Salary		
Job Title	Starting	Final	
Supervisor's name and title	Full-Time <input type="checkbox"/>	Part-Time <input type="checkbox"/>	
Reason for Leaving	May we contact this employer for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>		

1. Are you presently employed? Yes No
2. Do you have any responsibilities, obligations, activities or commitments that would prevent you from meeting the work schedule or attendance requirements of this job? Yes No If yes, please explain:
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3. Have you ever filed an application with us before? Yes If yes, give date(s) _____ No
4. Have you ever been employed with us before? Yes If yes, give date(s) _____ No
5. Have you ever volunteered or interned with us before? Yes If yes, give date(s) _____ No
6. Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? (Proof of citizenship or immigration status will be required upon employment) Yes No
7. On what date would you be available for work? _____
8. Are you able to perform the essential functions of the position(s) for which you are applying? Yes No
9. Have you been convicted of a crime or been released from prison within the last seven (7) years for an offense involving dishonesty or breach of trust? (A "yes" answer will not necessarily bar you from employment). Yes No

If yes please explain _____

Additional Comments

Signature _____

Date _____