



## EMPLOYMENT APPLICATION

**General Information.** Please complete all requested information. Use ink and print.

Name (Last)	(First)	(M.I.)	Position Desired			
Email Address			Minimum Salary Desired	Date Available For Work		
Street Address			I am interested in : <input type="checkbox"/> <b>Full-time</b> (30-40 hrs. per week) <input type="checkbox"/> <b>Part-Time</b> (1-29 hrs. per week) <input type="checkbox"/> <b>Seasonal</b> (Holiday/Summer)			
City	State	Zip				
Telephone (Home)	Telephone (Cell)		Best way to contact			
Please indicate the hours you are available to work during both day and evening (i.e., 2 – 4 pm, 6 – 10 pm)						
<b>SUN</b>	<b>MON</b>	<b>TUES</b>	<b>WED</b>	<b>THU</b>	<b>FRI</b>	<b>SAT</b>
_____	_____	_____	_____	_____	_____	_____
Note: Should your availability change, it is up to you to notify your supervisor.						
Please indicate any planned activities, sports, or future obligations that may conflict with the above available hours						

**Work Experience.** List your previous experience, beginning with your current or most recent position.

Employer	Dates of Employment			
	Start: Month	Year	End: Month	Year
Street Address	City	State	Zip	Position
Phone	Supervisor	Name/Title		Salary
Duties				May we contact? <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
Reason For Leaving				

Employer	Dates of Employment			
	Start: Month	Year	End: Month	Year
Street Address	City	State	Zip	Position
Phone	Supervisor	Name/Title		Salary
Duties				
Reason For Leaving				

**Work Experience. Continued.**

Employer		Dates of Employment Start: Month      Year      End: Month      Year			
Street Address		City	State	Zip	Position
Phone	Supervisor	Name/Title			Salary
Duties					
Reason For Leaving					

**Education & Training**

School	City, State	Dates Attended	Degree / Graduated
College			
High School			
Additional Training			

**References.** Individuals not related to you. Business references preferred.

Reference Name		Street Address		City	State
Phone	Email	Job Title		How long acquainted	
How acquainted					

Reference Name		Street Address		City	State
Phone	Email	Job Title		How long acquainted	
How acquainted					

Are you legally authorized to work in the United States?  Yes  No

Have you ever been dismissed or forced to resign from any employment?  Yes  No

If yes, please explain:

Have you ever been convicted of a felony crime or theft-related misdemeanor within the last 7 years that has not been expunged, sealed, impounded or annulled?  Yes  No

If yes, state details:

**Applicant's Statement**

All of the information I have supplied in this application is a true and complete statement of the facts, and if employed, any false statement or omission could result in immediate dismissal. I authorize you to contact my references, as well as current and previous employers, to obtain information on my work history and qualifications for employment.

**Signature:**

**Date:**