

APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion disability or national origin. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.

PERSONAL INFORMATION

Date _____ Social Security Number _____

Name _____
Last First Middle

Present Address _____
Street City State Zip

Permanent Address _____
Street City State Zip

Phone Number _____
()
Area Code

Referred by: _____ Are you 18 years of age or older? _____

EMPLOYMENT DESIRED

Position _____ Date you can start _____ Salary Desired _____

Are you employed now? _____ If so, can we contact your present employer? _____

Ever applied to this company before? _____ Where? _____ When? _____

Are you currently a member of any union? _____ which one? _____

EDUCATION

	Name and location	Last year completed	Subjects Studies
Grammar School			
High School		1 2 3 4	
College		1 2 3 4	
Trade, Business or Correspondence School		1 2 3 4	

GENERAL

Subjects of special study or research work: _____

Job Related Skills (typing, driver's license, etc.) _____

FORMER EMPLOYERS (list the most current first)

Date (Month & Year)	Name and Address of Employer	Position	Salary upon leaving	Reason for Leaving
From To				
From To				
From To				
From To				

REFERENCES (List below three persons not related to you, whom you have known at least one year)

Name	Address	Years Acquainted
1		
2		
3		

If you are to be hired by the company, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you cannot comply with these requirements.

AUTHORIZATION

I certify that the facts contained in the application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Company.

I understand that any employment is conditional on a background check. I authorize the Company to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the Company, without giving me prior notice of such disclosure. In addition, I release the Company, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application or conveyed during any interview, is intended to create employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term and may be terminated at any time, with or without cause or without prior notice at the option of either myself or the Company. No promises regarding employment have been made to me, and that I understand that no such promise or guarantee is binding upon the Company unless made in writing.

I understand that filling out this form does not indicate there is a position open and does not obligate the Company to hire. If hired, I agree to abide by all Company work rules, policies and procedures. The Company retains the right to revise its policies or procedures in whole or in part at any time.

Date _____

Signature _____