

# Employment Application

Name: \_\_\_\_\_ Street Address \_\_\_\_\_  
                    First                    Middle                    Last

Apt. No \_\_\_\_\_  
or Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Are you 18 \_\_\_\_\_ Ever worked for this company before? \_\_\_\_\_  
or older? \_\_\_\_\_ If not, age? \_\_\_\_\_ If yes, Dates & Location \_\_\_\_\_

## AVAILABILITY

Total Hours \_\_\_\_\_ Hours Available: \_\_\_\_\_  
Available Per Week \_\_\_\_\_

	M	T	W	T	F	S	S
FROM							
TO							

Are you legally able to be employed in the us?  Yes  No How did you hear of job? \_\_\_\_\_ How far do you live from this location? \_\_\_\_\_ Do you have transportation to work? \_\_\_\_\_

## SCHOOL MOST RECENTLY ATTENDED

Name \_\_\_\_\_ Location \_\_\_\_\_ Phone \_\_\_\_\_

Teacher or Counselor \_\_\_\_\_ Last grade completed \_\_\_\_\_ Graduated?  Yes  No  
Now enrolled?  Yes  No

Sports or Activities \_\_\_\_\_

## EMPLOYMENT HISTORY (If not applicable, list U.S. Military, work performed on a voluntary basis or personal references)

Company \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Job \_\_\_\_\_

Supervisor \_\_\_\_\_ Dates worked: From \_\_\_\_\_ to \_\_\_\_\_

Salary \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

## EMPLOYMENT HISTORY (If not applicable, list U.S. Military, work performed on a voluntary basis or personal references)

Company \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Job \_\_\_\_\_

Supervisor \_\_\_\_\_ Dates worked: From \_\_\_\_\_ to \_\_\_\_\_

Salary \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

## EMPLOYMENT HISTORY (If not applicable, list U.S. Military, work performed on a voluntary basis or personal references)

Company \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Job \_\_\_\_\_

Supervisor \_\_\_\_\_ Dates worked: From \_\_\_\_\_ to \_\_\_\_\_

Salary \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Are you capable of performing the duties of the job for which you have applied, with/without a reasonable accommodation?  Yes  No

**HAVE YOU EVER BEEN CONVICTED OF VIOLATING ANY LAW (EXCEPT MINOR TRAFIC VIOLATIONS)?**  Yes  No

If yes, please attach a summary of details. Disclosure of a criminal record does not automatically disqualify you from employment consideration. Your case will be judged on its own merits.

Person to contact in case of emergency:

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

1. I certify that the information contained in this application is correct to the best of my knowledge and understand that any omission or erroneous information is grounds for dismissal. 2. I authorize the references listed above to give you any and all information concerning my previous employment and pertinent information that may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you. 3. I acknowledge that, if I become employed, I will be free to terminate my employment at any time for any reason and my employer retains the same rights. This application does not establish an employment contract.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_