

Employment Application We are committed to a policy of Equal Opportunity and will not discriminate on any legally recognized basis, including but not limited to race, age, ethnicity, sex, marital status, national origin, citizenship, ancestry and physical or mental disability.



Job Applied for:		Today's Date:	
Date Available to Start:		Availability (# hours per week)	
Availability (circle all days that you are able to work)			
Mon	Tues	Wed	Thurs
	Sat	Sun	Fri
Last Name:		First Name:	
Middle Name:			
Address:		City:	State:
Zip Code:			
Telephone Number(s):		Social Security Number:	
How did you hear about this position?			
Have you ever applied with us before?			
		Yes	No
Are you currently Employed?			
If yes, may we contact your current employer?		Yes	No
At the time of employment, are you able to submit verification of your legal right to work in the U.S.?			
		Yes	No
(Verification and completion of the I-9 form must be submitted no later than three business days after date of hire, and prior to first day of actual work.)			
What is your desired salary/wage			
Education	Name and Address of School	Circle Highest Grade or Degree Completed	Area of Study
High School		9 10 11 12 GED	
College		1 2 3 4 BS BA Other_____	
Trade School(s) attended or certificates held			

Name and address of previous employer	Dates Worked	Salary/Wage	Position	Name of Supervisor	Reason for Leaving

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References: Provide the names of three people, not related to you, whom you have known for at least three years.

Name and Occupation	Address	Telephone	Years Known
1)			
2)			
3)			

Describe any specialized training, skills, qualifications or other information that you feel may be helpful to us in considering your application:

I certify that the answers and information given herein are true and complete.

I authorize investigation of all statements contained in the application for employment as may be necessary in arriving at an employment decision.

I understand this application is current for only 60 days. At the end of 60 days, I understand that if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.

I understand and hereby acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature. Meaning that I may resign at any time and the employer may discharge me at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

X _____

Date _____

Applicant's Signature