

EMPLOYMENT APPLICATION



BACKGROUND INFORMATION

Name: _____
First Middle Last

Address: _____
Street

City State Zip Code

Phone: _____ **Cell:** _____

Are you authorized to work in the U.S.? Yes No
Have you ever been convicted of a felony? Yes No
Are you a smoker? Yes No

Skills:

Office: Cash Register (Including Closing) Typing (____WPM)
Computer: Word Excel QuickBooks Other: _____
Maintenance: Light Carpentry Electrical Plumbing

Expected Salary?

\$_____/hour
\$_____/year

Days you are NOT able to work:

Sun Mon Tue Wed Thu Fri Sat

Applying For:

- Full Time
- Part Time

Completed Education:

- High School
- Some College
- College
- Graduate

EMPLOYMENT HISTORY

Employer's Name: _____
Employer's Address: _____
Phone: _____ **Supervisor:** _____
Position Title: _____ **From:** _____ **To:** _____
Reason for Leaving: _____

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Employer's Address: _____
Phone: _____ **Supervisor:** _____
Position Title: _____ **From:** _____ **To:** _____
Reason for Leaving: _____

REFERENCES

Name: _____ **Company:** _____
Position: _____ **Phone:** _____
Address: _____

Name: _____ **Company:** _____
Position: _____ **Phone:** _____
Address: _____

May we contact your present/previous employers and references? Yes No

I certify the information contained in this application is true and complete to the best of my ability.

Signature

Date