

Employment Application

(Please print clearly.)

Date: _____

Personal

Name: _____ Social Security Number: ____-____-____
Last First Middle

Date of birth: _____ Age: _____ Sex: Male ___ Female ___

Marital status: Single ___ Engaged ___ Married ___ Divorced ___ Widowed ___

How many dependents do you have (including yourself)? _____

Are you a United States Citizen? Yes ___ No ___ Permanent Resident? Yes ___ No ___

Present address: _____
Number Street City State Zip

How many years have you lived at this address? ___ Telephone number: _____

Person to be notified in case of accident or emergency:

Name Telephone number

Address: _____
Number Street City State Zip

Position-Related

Position applied for: _____ Rate of pay expected: \$ _____

How did you learn of this opening? _____

Do you want to work: Full-time ___ Part-time ___

Specify days and hours if part-time: _____

If hired, on what date will you be available to start work? _____

Are there any other experiences, skills, or qualifications that you feel would especially fit you for work with the company? _____

If hired, do you have a reliable means of transportation to get to work? _____

Do you have any physical handicaps that would prevent you from performing specific kinds of work? No ___ Yes ___ if yes describes the defect(s) and explain the work limitations.

Have you had a serious illness in the past 5 years? No ___ Yes ___ if yes, please describe.

Have you ever received compensation for injuries? No ___ Yes ___ if yes, please explain.

Education

Type of School	Name & City	Years Attended	Graduated	Course or Major
High School				
College				
Post Graduate				
Business or Trade				
Other				

Military Service Record

Have you ever served in the armed forces? No ___ Yes ___ if yes, please explain.

Prior Work History

List in order, present employer first.

Dates	Name & Address of Employer	Rate of Pay	Position	Reason for Leaving
From: To:				
From: To:				
From: To:				
From: To:				

Please read carefully applicant's certification and agreement.

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

Signature of applicant: _____ Date: _____

The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, religion, or national origin. Public Law 90-202 prohibits discrimination because of age. The laws of some states prohibit some or all of the above-mentioned types of discrimination.