

## **Employment Application**

We consider applicants for all positions on the basis of qualifications and without regard to race, color, religion, sex, national origin, genetic predisposition, age, marital status, veteran status, disability, sexual orientation and any other legally protected status.

#### **PLEASE PRINT**

Date of Application

Position(s) Applying For

| How did you learn abo             | ut the company? (check                              | ( one)              |                       |          |    |
|-----------------------------------|---|---------------------|-----------------------|----------|----|
| Advertisement                     | Friend  | Walk-in             |                       |          |    |
| Recruiting Firm                   | Current Emplo                                       | oyee Other:         |                       |          |    |
| Last Name                         | First Name  | е                   | Middle Name           |          |    |
| Address Number                    | Street  | City                | State                 | Zip Code |    |
| Telephone Number(s)               | where we can contact y                              | ou:                 |                       |          |    |
| Home:                             | W   | ork:                |                       |          |    |
| •                                 | to work (Check all that a<br>Full-time Regular P    |                     | orary-Hours:          |          |    |
| If you are under 18 year<br>work? | ars of age, can you prov                            | vide required proof | of you eligibility to | Yes      | No |
| Have you ever submitt             | ted an application with th                          | he company before   | 9?                    | Yes      | No |
| If yes, please give date          | 9:  |                     |                       |          |    |
| Have you ever been e              | mployed with the compa                              | any before?         |                       | Yes      | No |
| If yes, please give date          | e:  |                     |                       |          |    |
| Are you currently emp             | loyed?  |                     |                       | Yes      | No |
| May we contact your p             | present employer for refe                           | erences?            |                       | Yes      | No |
|                                   | ed to work in the United or immigration status will |                     | employment.)          | Yes      | No |
| On what date would yo             | ou be available for work                            | ?                   |                       |          |    |

### **EDUCATION**

|                          | High School | Technical<br>School | College | Other   |
|--------------------------|-------------|---------------------|---------|---------|
| School Name and Location |             |                     |         |         |
| Years Completed          | 9 10 11 12  | 1 2                 | 1 2 3 4 | 1 2 3 4 |
| Diploma Degree           | Yes No      | Yes No              | Yes No  |         |
| Major Course(s) of Study |             |                     |         |         |

| Summarize special skills and training not listed above:   |            |
|---|------------|
| Describe honors received:   |            |
| List professional, trade, business, or civil activities and offices held.  You may exclude memberships which may reveal sex, race, religion, national origin, age, or dor other protected status: | lisability |

### References

| Give name, address, and telephone number of three business references who a not related to you. | are |
|---|-----|
| <u>1.</u>   |     |
| <u>2.</u>   |     |
| 3.  |     |
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|   |     |

#### **Employment Experience**

Start with your present or most recent position. If information is already on your resume, fill in only those items not listed on your resume (i.e. reason for leaving, salary, etc.).

| 1. Employer         | Dates E | mployed | Work Performed |
|---------------------|---------|---------|----------------|
| Address             | From    | То      |                |
|                     |         |         |                |
| Telephone Number(s) | Base    | e Pay   |                |
| Job Title           | Start   | Final   |                |
| Supervisor          |         |         |                |
| Reason for Leaving  | •       |         |                |
| 2. Employer         | Dates E | mployed | Work Performed |
| Address             | From    | То      |                |
|                     |         |         |                |
| Telephone Number(s) | Base    | e Pay   |                |
| Job Title           | Start   | Final   |                |
| Supervisor          |         |         |                |
| Reason for Leaving  | •       |         |                |
| 3. Employer         | Dates E | mployed | Work Performed |
| Address             | From    | То      |                |
|                     |         |         |                |
| Telephone Number(s) | Base    | e Pay   |                |
| Job Title           | Start   | Final   |                |
| Supervisor          |         |         |                |
| Reason for Leaving  | •       | •       |                |
|                     |         |         |                |

If you need additional space, please continue on a separate sheet of paper.

# Special Skills and Qualifications Summarize special job-related skills and qualifications acquired from employment or other experience. Have you ever had any job-related training in the United States military? Yes If yes, please give date: Are you able to perform the essential requirements of the job? Yes Nο If no, are there reasonable accommodations that can be made to allow you to perform the essential functions of the iob? State any additional information you feel may be helpful to us in considering your application.

I certify that the answers given herein are true and complete to the best of my knowledge. I also authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

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

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Employer.

| D'anna de la constanta de la c |    |     |  |
|--|----|-----|--|
| Signature of Applicant   | Di | ate |  |
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