



# Application for Employment

Date Submitted: \_\_\_\_\_

**Personal Information:**

\_\_\_\_\_  
Name (Last)

Phone (Day):(\_\_\_\_)\_\_\_\_\_

\_\_\_\_\_  
Name (First) (M. I.)

Phone (Cell):(\_\_\_\_)\_\_\_\_\_

\_\_\_\_\_  
Address (Street) (City) (State) (Zip)

**Position Desired:** \_\_\_\_\_

Salary Expected: \_\_\_\_\_ Date Available: \_\_\_\_\_

**Education:** \_\_\_\_\_  
College and Location # years or Degree Earned

\_\_\_\_\_  
High School and Location # years or Graduated

\_\_\_\_\_  
Other Education or Training

**Employment History:** *Please give accurate and complete employment history. Begin with your present or most recent employer. Provide no more than 10 years of Employment History and explain gaps. Use additional sheets, if necessary.*

1. \_\_\_\_\_  
Company Name Job Title

\_\_\_\_\_  
Address (\_\_\_\_) Phone

\_\_\_\_\_  
Supervisor Name Dates Employed

Describe Work Performed: \_\_\_\_\_  
\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

2. \_\_\_\_\_  
Company Name Job Title

\_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Address Phone

\_\_\_\_\_  
Supervisor Name Dates Employed

Describe Work Performed: \_\_\_\_\_

\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

3. \_\_\_\_\_  
Company Name Job Title

\_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Address Phone

\_\_\_\_\_  
Supervisor Name Dates Employed

Describe Work Performed: \_\_\_\_\_

\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Employers listed above may be contacted, unless otherwise indicated.

Do not contact # \_\_\_\_\_, # \_\_\_\_\_, # \_\_\_\_\_ Reason: \_\_\_\_\_

Are you willing to take a drug test? \_\_\_\_\_

This Company is an equal opportunity employer and does not discriminate because of age, gender, disability, race, color, sexual orientation, national origin, genetic information, credit report information, religious preference, or veteran status.

I have read and understand this application and have completed all portions truthfully and correctly. I understand that any misrepresentation or omission of facts herein is reasonable cause for termination if hired. I further understand and agree that my employment is for no definite period and may be terminated at any time without prior notice.

- This application is incomplete unless signed and dated below. Application will be valid for 30 days -

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