

EMPLOYMENT APPLICATION

An Equal Opportunity Employer

We are an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Applicants requiring reasonable accommodation in the application and/or interview process should notify a representative of the organization.

Please print and fill out all sections.

Applicant Information

Name _____

Home Phone _____

Cell Phone _____

Email Address _____

Current Address:

Number and Street _____

City _____

State & Zip _____

How were you referred to the Company? _____

Employment Positions

Position(s) applying for: _____

Part-time work? [] Y or [] N

Full-time work? [] Y or [] N

What days and hours are you available? _____

If hired, on what date can you start working? ___ / ___ / ___

Can you work weekends if needed? [] Y or [] N

Can you work overtime or evenings if needed? [] Y or [] N

Salary desired: \$ _____

Personal Information:

Have you ever applied to/worked for this company before? [] Y or [] N

If yes, please explain (include date(s)) _____

Are you over the age of 18? (If under 18, hire is subject to verification of minimum legal age.) [] Y or [] N

If hired, would you have dependable transportation to/from work? [] Y or [] N

If hired, are you willing to submit to and pass a controlled substance test? [] Y or [] N

If hired, would you be able to present evidence of your U.S. citizenship or proof of your legal right to work in the United States? [] Y or [] N

Are you able to perform the essential functions of the job for which you are applying, either with/without reasonable accommodations? [] Y or [] N If no, describe the functions that cannot be performed. _____

(Note: The company complies with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants to perform essential functions. It is possible that a hire may be tested on skill/ability and may be subject to a medical examination conducted by a professional.)

Do you have any friends, relatives, or acquaintances working for the company? [] Y or [] N

Have you ever been convicted of a criminal offense (felony or misdemeanor)? [] Y or [] N
If yes, please describe the crime – state nature of the crime(s), when and where convicted and disposition of the case. _____

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) being applied for may, however, be considered.)

Education, Training and Experience

High School:

School Name: _____

School Address: _____

School city, state, zip: _____

Number of years completed: _____

Did you graduate? [] Y or [] N

Degree/diploma earned: _____

College/University:

School Name: _____

School Address: _____

School city, state, zip: _____

Number of years completed: _____

Did you graduate? [] Y or [] N

Degree/diploma earned: _____

Vocational School:

School Name: _____

School Address: _____

School city, state, zip: _____

Number of years completed: _____

Did you graduate? [] Y or [] N

Degree/diploma earned: _____

Military:

Branch: _____

Rank in Military: _____

Total years in service: _____

Skills/duties: _____

Related details: _____

Job History:

Where: _____

From: _____ To: _____

Position: _____

Supervisor/Foreman: _____

Reason left: _____

Where: _____

From: _____ To: _____

Position: _____

Supervisor/Foreman: _____

Reason left: _____

Where: _____

From: _____ To: _____

Position: _____

Supervisor/Foreman: _____

Reason left: _____

Where: _____

From: _____ To: _____

Position: _____

Supervisor/Foreman: _____

Reason left: _____

Where: _____

From: _____ To: _____

Position: _____

Supervisor/Foreman: _____

Reason left: _____

Additional Information:

Do you have any other experience, training, qualifications, or skills which you feel should be brought to our Attention, in the case that they make you especially suited to work for us? [] Y or [] N

If yes, please list here:

