



APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status or any other legally protected status.

Date: _____

Name: _____

Present Address: _____
First Middle Last Apt No.

City: _____ State: _____ Zip: _____

Home Phone: (_____) _____ Work Phone: (_____) _____

Are you eligible to work in the United States? Yes or No (Proof of eligibility will be required upon employment.).

If you are under 18 years of age, can you provide proof of your eligibility to work? Yes or No

List any relatives who are currently employed by our company: _____

How did you hear about us? _____

Position applying for: _____ Date you can start: _____

Desired Salary: _____

Do you have a valid driver's license? _____ If no, please explain: _____
Required for certain positions

State any limitations on your working hours: _____

Have you ever applied to this company before? _____ If yes, where and when? _____

To be considered "qualified" under the Americans with Disabilities Act (and state disability laws), an applicant must be able to perform the essential functions of the job with or without a reasonable accommodation. "Reasonable accommodation" is a modification or adjustment to a job, the work environment or the way things usually are done that enables a qualified individual with a disability to enjoy an equal employment opportunity. Please review the job description you are given and answer the following questions.

Can you perform the essential functions of the position for which you have applied, with or without an accommodation by the company? _____

Have you ever been convicted of a felony? _____ If yes, state offense, date, court, and place where offense occurred: _____

Note: A conviction will not necessarily disqualify you from employment, but will be considered only as it relates to the job. You need not respond as to records of convictions ordered expunged, sealed, or impounded.

Education

Level of Education	Name & Location of School	Degree Earned? (Yes/No)	Years Completed	Area of Study
High School				
College (Undergraduate)				
Graduate School				
Other (Specify)				

Please list any professional certifications or designations: _____

Employment History (*List past employers beginning with the most recent*)

Are you currently employed: _____ If yes, may we contact your current employer? _____

Dates Employed	Name of Employer	Position	Supervisor
From:			
To:	Address	Salary	Phone Number
Reason for Leaving:			
Dates Employed	Name of Employer	Position	Supervisor
From:			
To:	Address	Salary	Phone Number
Reason for Leaving:			
Dates Employed	Name of Employer	Position	Supervisor
From:			
To:	Address	Salary	Phone Number
Reason for Leaving:			
Dates Employed	Name of Employer	Position	Supervisor
From:			
To:	Address	Salary	Phone Number
Reason for Leaving:			

Other Special Qualifications or Job-related Skills:

Computer Skills/Experience:

PLEASE READ CAREFULLY

I certify that the information contained in this application is correct to the best of my knowledge. I understand that any misstatement or omission of information is grounds for dismissal. I authorize investigation of all statements contained in this application, including my response to the inquiry concerning any felony conviction record and understand my employment is contingent upon satisfactory completion of such investigation. I further authorize the employers listed herein to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and I release all parties from all liability for any damage that may result from furnishing that information to you. I understand that my employment and compensation will be "at will" and can be terminated by the employer or associate with or without cause. Further, I understand that the application form does not bind the employer or associate to any specific terms, conditions or period of employment and that any oral statements or promises to the contrary are not binding upon the employer.

Signature: _____

Date: _____

Application will not be considered without signature and date.