



APPLICATION FOR EMPLOYMENT

pre-employment questionnaire • an equal opportunity employer

PERSONAL INFORMATION

Date: _____

Name: _____ Social Security # _____
Last First M.I.

Present Address: _____
Street City State ZIP

Permanent Address: _____
Street City State ZIP

Phone # (s): _____ Are you 18 years of age? Yes | No

Are you prevented from lawfully becoming employed in this country because of visa or immigration status? Yes | No

EMPLOYMENT DESIRED

Position: _____ Available start date: _____

Are you employed now? Yes | No If so, may we inquire of your present employer? Yes | No

Ever applied to this company before? Yes | No When? _____

Referred by: _____

EDUCATION	Name and location	# of years attended	Did you graduate?	Subjects studied
High School				
College				
Trade, Business or Correspondence School				

Are you currently attending school? Yes | No If so, Full Time or Part Time?

GENERAL

Subject of special study or research work: _____

Special skills: _____

Activities: [civic, athletic, school, etc.] _____

FORMER EMPLOYERS	List below the last 4 employers, starting with the most recent first.			
DD/MM/YYYY	Name, address, & phone of employer	Salary	Position	Reason for leaving
From:				
To:				
From:				
To:				
From:				
To:				
From:				
To:				

Which of these jobs did you like best? _____

What did you like most about this job? _____

REFERENCES	Give names of 3 persons not related to you whom you have known at least one year.		
Name	Address & phone	Business	Years acquainted

In case of an emergency, contact: _____
Name Address Phone

I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time.

In consideration of my employment, I agree to conform to the company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the company's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representative, other than its president, and then only when in writing and signed by the president, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the forgoing.

Date: _____ Signature _____

AVAILABILITY

Monday: _____ Saturday: _____

Tuesday: _____ Sunday: _____

Wednesday: _____

Thursday: _____ Hours per week: _____

Friday: _____ Preferred # of shifts: _____