

# EMPLOYMENT APPLICATION

## AN EQUAL OPPORTUNITY EMPLOYER

Our Company is an equal opportunity employer and will consider all applicants for all positions equally without regard to their race, color, religion, sex, national origin, disability, age, veteran status, genetic information or any other protected status.

This application will be given every consideration, but its receipt does not imply that the applicant will be employed. Each question should be answered in a complete and accurate manner as no action can be taken on this application until all questions have been answered.

### APPLICANT INFORMATION

Last Name		First		M.I.	Date	
Street Address				Apartment/Unit #		
City		State		ZIP		
Phone			E-mail Address			
Date Available			Social Security No.			Desired Salary
Position Applied for						
Type of Employment Desired	Full-time <input type="checkbox"/>	Part-time <input type="checkbox"/>	Temporary <input type="checkbox"/>	Seasonal <input type="checkbox"/>		
Referred by						
Are you authorized to work in the U.S. for any employer?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Are there any reasons why you would be unable to perform the tasks involved in the position that you are applying for? If yes, please state reasons _____	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Are you willing to submit to a background check?	YES <input type="checkbox"/>	NO <input type="checkbox"/>				
Do you have obligations or other reasons that would limit your ability to travel or work overtime?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain			

### EDUCATION

High School		Address				
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree			
College		Address				
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree			
Other		Address				
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree			

### REFERENCES

*Please list three professional references.*

Full Name		Relationship				
Company			Phone			
Address						
Full Name		Relationship				
Company			Phone			
Address						

Full Name		Relationship	
Company		Phone	
Address			

**PREVIOUS EMPLOYMENT**

Company	Phone	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving

May we contact your previous supervisor for a reference? YES  NO

Company	Phone	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving

May we contact your previous supervisor for a reference? YES  NO

Company	Phone	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving

May we contact your previous supervisor for a reference? YES  NO

**SKILLS & ABILITIES**

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**DISCLAIMER AND SIGNATURE**

I certify that my answers to the foregoing questions are true and correct without any consequential omissions of any kind whatsoever. I understand that if I am employed, any false, misleading, or otherwise incorrect statements made on this application form or during any interviews may be grounds for my immediate discharge.

I hereby authorize the Company to contact any company or individual it deems appropriate to investigate any employment history, character and qualifications and I give my full and complete consent to their revealing any and all information they wish as a result of this investigation. In addition, I hereby waive any right to bring any cause of action against those individuals for defamation invasion of privacy or any other reason because of their statements.

I agree that, if I am employed, I will abide by all the rules and regulations of the Company. I understand that the taking of drugs and alcohol tests, when given pursuant to company policy, are a condition of continued employment and refusal to take such tests when asked will be grounds for my immediate termination.

I further understand that nobody in the Company is authorized to enter into any written or verbal employment contracts with me for any definite period of time without the express written consent of the President of the Company. I also understand that my employment is "at-will" and may be terminated by myself or by the company at any time for any or no reason at all, with or without prior notice.

Signature	Date
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