



APPLICATION FOR EMPLOYMENT

Date:

Applicant Name:

Address:

Time at this address:

Telephone:

Are you a U.S. citizen or an alien authorized to work in the U.S.? Yes No

Have you ever been convicted of a crime? Yes No

POSITION DESIRED

Position:	Date you can start:	Hourly rate/monthly salary desired:
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Do you prefer: Full-time / Part-time	Hours you are available to work:
If part time, hours per week desired:	Days of week you are available to work:

Are you available to work overtime? Yes / No

How did you learn about this opening?

EDUCATION

High School:	Graduated? Yes / No
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Technical School:	Graduated? Yes / No	Course of Study:
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College:	Graduated? Yes / No	Course of Study:
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Other education or training:

Other special skills:

WORK EXPERIENCE		
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Employer:	Address:	Telephone:
From:	Position held:	Reason for leaving:
Until:		
Supervisor's name & title:		May we contact? Yes / No
Description of duties:		
Starting pay:		Final pay:

Employer:	Address:	Telephone:
From:	Position held:	Reason for leaving:
To:		
Supervisor's name & title:		May we contact? Yes / No
Description of duties:		
Starting pay:		Final pay:

REFERENCES		
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Name:	Position:
Address:	Telephone:
Name:	Position:
Address:	Telephone:

(References continued) Name:	Position:
Address:	Telephone:

AUTHORIZATION AND ACKNOWLEDGMENTS

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that if I am employed, any false statements on this application may be grounds for dismissal.

I authorize investigation of all statements contained in the application. I also grant permission to contact all references listed above, and authorize them to release all information concerning my previous employment and any other pertinent information these references might have, personal or otherwise. I release all parties from all liability for any damage that may result from furnishing this information to you.

Applicant signature:

Date: