EMPLOYMENT APPLICATION

**Applicant Information**

|  |  |  |  |
| --- | --- | --- | --- |
| First Name: | Last Name: | M.I. | Date: |
| Street Address: | | | Apartment/Unit: |
| City: | State: | ZIP code: | |
| Phone: | E-mail Address: | | |
| Date of Birth: | Social Security Number: | | |
| Permanent mailing address of parent/  guardian if different from applicant | | | |
| Are you a citizen of the United States? YES ⬜ NO ⬜ If not, are you authorized to work in the U.S.? YES ⬜ NO ⬜ | | | |
| Have you ever worked for this company? YES ⬜ NO ⬜ If so, when? | | | |
| Have you ever been convicted of a felony? YES ⬜ NO ⬜ If yes, explain | | | |

**Education**

|  |  |  |
| --- | --- | --- |
| High School: | Address: | |
| From To | Did you graduate? YES ⬜ NO ⬜ | Degree: |
| College: | Address: | |
| From To | Did you graduate? YES ⬜ NO ⬜ | Degree: |
| Other: | Address: | |
| From To | Did you graduate? YES ⬜ NO ⬜ | 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 1: | | 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 2: | | 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 3: | | 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 ⬜ | | | |

**Military Service**

|  |  |
| --- | --- |
| Branch: | From To |
| Rank at Discharge: | Type of Discharge: |
| If other than honorable, explain | |

**Disclaimer and Signature**

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: Date: