

Application for Employment

Position You Are Applying For _____

Salary Desired _____

Date Available for Work _____

PERSONAL INFORMATION

Last Name First Name Middle

Address City State Zip

Home Phone _____ Cell Phone _____ Email _____

Social Security Number _____

Are you a U.S. Citizen? ☐ Yes ☐ No Have you ever been convicted of a felony? ☐ Yes ☐ No

If selected for employment, are you willing to submit to a pre-employment drug screening test? ☐ Yes ☐ No

EDUCATION

School Name	Location	Years Attended	Degree Received	Major

EMPLOYMENT

Employer _____ Dates Employed _____ to _____

Address _____ Phone _____

Position _____ Pay Rate _____ Reason for Leaving _____

Supervisor's Name _____ May we contact them? ☐ Yes ☐ No

Employer _____ Dates Employed _____ to _____

Address _____ Phone _____

Position _____ Pay Rate _____ Reason for Leaving _____

Supervisor's Name _____ May we contact them? ☐ Yes ☐ No

Employer _____ Dates Employed _____ to _____

Address _____ Phone _____

Position _____ Pay Rate _____ Reason for Leaving _____

Supervisor's Name _____ May we contact them? ☐ Yes ☐ No

BUSINESS REFERENCES

List three business references we may contact who are qualified to evaluate your work abilities.

Company Name	Phone Number	Position	Reason Resigned

To All Applicants for Employment

We appreciate your interest in our organization as a place of employment. Your qualifications will be given careful consideration.

Agreement

I agree and understand that the employer and/or its agents may investigate my safety performance history, driving record, background investigation, education and employment history to ascertain any and all information pertaining to my record, whether same is of record or not. I release employers and persons named herein from all liability for any and all damages resulting from the furnishing and release of such information.

I understand and agree that this application for employment does not obligate the organization to employ me.

Once a contingent offer of employment has been made, I agree to furnish any additional information and/or submit to oral, written, or physical examinations including pre-employment drug screens to complete the employment file.

In consideration of my employment, I agree to conform to the rules and regulations of the employer. I understand and agree that should I become employed by the organization, I will be an employee at will. My employment can be terminated, with or without notice, at any time, with or without cause, at the option of either the organization or myself.

I understand that any misrepresentation, omission, or false statement by me in this application, and in any other corporate records will be sufficient grounds for not employing me, and may result in dismissal without notice at any time during my employment.

Printed Name

Signature

Date