**Application for Employment**

***PERSONAL INFORMATION***                                           Date: Click here to enter a date.

Name: Click here to enter text.

Social Security Number: Click here to enter text.

Street Address: Click here to enter text. City: Click here to enter text.

State: Click here to enter text. Zip Code: Click here to enter text.

Telephone Number:  Click here to enter text.

***POSITION***

First Choice: Click here to enter text.  Second Choice: Click here to enter text.

Total hours available per week: Click here to enter text.

Specify hours available for each day of the week below:

Sunday: Click here to enter text.

Monday: Click here to enter text.

Tuesday: Click here to enter text.

Wednesday: Click here to enter text.

Thursday: Click here to enter text.

Friday: Click here to enter text.

Saturday: Click here to enter text.

Sunday: Click here to enter text.

Do you have any obligations that would prevent you from working any of the following times? If so check below:

Daytime                              Evenings           ****Weekends

Desired Rate of Pay: $ Click here to enter text. per: Choose an item.

Date you can start work: Click here to enter a date.

***GENERAL INFORMATION***

Were you previously employed by this company?                  Yes      No

If yes, when? Click here to enter text.

If offered employment can you submit verification of your legal right to work in the United States?

 Yes                     No

Are you at least 18 years of age?   Yes      No    If no, please state your age: Click here to enter text.

Have you ever been convicted of any crime?  Yes  No  If yes, what kind, where and when?

(A conviction will not necessarily disqualify applicant)  Click here to enter text.

***EDUCATION*:** List School and City/State Location

* High School:  Click here to enter text.
* Level Education Attained (i.e. diploma, bachelors degree, etc): Click here to enter text.
* College: Click here to enter text.
* Level Education Attained (i.e. diploma, bachelors degree, etc): Click here to enter text.
* Vocational/Technical School:Click here to enter text.
* Level Education Attained (i.e. diploma, bachelors degree, etc): Click here to enter text.

***SKILLS***

Working knowledge of the following software: Click here to enter text.

Special skills, training, experience or qualifications related to the position you are applying for?

Click here to enter text.

Languages that you speak, read or write? Please indicate fluency: Click here to enter text.

***EMPLOYMENT HISTORY*** - List your employment record for the last three jobs starting with your most recent position. Include volunteer work. **Please note**and explain any periods of unemployment of over 1 month on the back of the application form. Please complete this section even if attaching resume.

Name of Employer: Click here to enter text. Telephone: Click here to enter text.

Mailing Address: Click here to enter text.

City: Click here to enter text.

State: Click here to enter text.

Zip Code: Click here to enter text.

Employed From: Click here to enter a date. to Click here to enter a date.

Position: Click here to enter text.

Reason for Leaving: Click here to enter text.

Rate of Pay: Click here to enter text.

Name of Employer: Click here to enter text. Telephone: Click here to enter text.

Mailing Address: Click here to enter text.

City: Click here to enter text.

State: Click here to enter text.

Zip Code: Click here to enter text.

Employed From: Click here to enter a date. to Click here to enter a date.

Position: Click here to enter text.

Reason for Leaving: Click here to enter text.

Rate of Pay: Click here to enter text.

Name of Employer: Click here to enter text. Telephone: Click here to enter text.

Mailing Address: Click here to enter text.

City: Click here to enter text.

State: Click here to enter text.

Zip Code: Click here to enter text.

Employed From: Click here to enter a date. to Click here to enter a date.

Position: Click here to enter text.

Reason for Leaving: Click here to enter text.

Rate of Pay: Click here to enter text.

***REFERENCES***

Give the names, addresses and phone numbers of three persons, not relatives or former employees, who

are acquainted with you and who can provide personal references.

Name                              Mailing Address and Phone Number                                               Occupation

Click here to enter text.

***PLEASE READ CAREFULLY***

I authorize the Company to investigate my background, references, employment record and other matters related to my suitability for employment. I hereby release all employers, schools, or persons from liability

in responding to inquiries in connection with my application.

I understand that this application for employment will be given every consideration, but its receipt does not constitute a contract of employment, nor does it imply that I will be hired.

**I understand that any falsification, misrepresentation or omission on this application is sufficient cause for immediate termination of employment by the employer without incurring any liability or obligation.**

I hereby acknowledge that I have read and understand this agreement.

***Applicant’s Electronic Signature:*** Click here to enter text.

Date: **Click here to enter a date.**