

# Employment Application

Date: \_\_\_\_\_

First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Social Security Number: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
 Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**High School** Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Years completed: \_\_\_\_\_  
 Did you graduate? \_\_\_\_\_ Date graduated: \_\_\_\_\_

**College / Other** Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Dates attended: \_\_\_\_\_  
 Did you graduate? \_\_\_\_\_ Degree type: \_\_\_\_\_

**References** (Please do not include family members or relatives)

Name	Address	Phone Number

Have you ever been convicted of a felony or misdemeanor offense? \_\_\_\_\_  
 If yes, please explain: \_\_\_\_\_  
 Are you legally eligible for employment in the United States of America? \_\_\_\_\_

**Employment History** Present or Most Recent Employer(s)

Company Name: \_\_\_\_\_ Employer's Phone #: \_\_\_\_\_  
 Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Employed from: \_\_\_\_\_ to \_\_\_\_\_  
 Starting salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Job Duties \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_ May we contact this employer? \_\_\_\_\_

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I certify that the information provided is accurate and has been completed to the best of my knowledge and ability.  
 I understand that any falsification, misrepresentation or omission in my interviews or any other employment record  
 may be sufficient reason not to hire me or may be reason for dismissal.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_