



# Employment Application

## An Equal Opportunity Employer

We do not discriminate on the basis of race, color, religion, national origin, sex, age, or disability. It is our intention that all qualified applicants are given equal opportunity and that selection decisions be based on job-related factors.

Personal Information				
Last Name	First Name	Middle	E-Mail Address	
Address		City	State	Zip Code
Home Phone Number	Cell Phone Number	Are you under age 18? Yes      No	Are you a US citizen or an Alien authorized to work in the US? Yes      No	
How did you hear about this position? Newspaper (Name) _____ Employee Referral (Name) _____ Job Board (Site) _____ Online (Site) _____ Other (Specify) _____				

Hiring Information		
Position Desired	Date Available	Are you able to perform the job duties with or without accommodations? Yes      No
Are you presently employed? Yes      No	If yes, may we contact your present employer? Yes      No	Have you ever applied to this company before? Yes      No
If this position requires a driver's license: License #	Class of License	Have you had your driver's license suspended or revoked in the last 3 years? Yes      No If yes, please explain.
Have you ever been convicted of any law violation (except a minor traffic violation)? Yes      No		If yes, please explain.

Education and Training		
High School Name	Address	
Years Attended	Date Graduated	Degree
College/Technical School	Address	
Years Attended	Date Graduated	Degree
Other	Address	
Years Attended	Date Graduated	Degree
List any certifications or training you have received which would be beneficial to this position.		

## Previous Employment

Please list in order of most recent employment first.

Company Name	Address (Include Street, City, State, Zip Code)	
Dates of Employment	Salary	Position
From:		
To:		

Company Name	Address (Include Street, City, State, Zip Code)	
Dates of Employment	Salary	Position
From:		
To:		

Company Name	Address (Include Street, City, State, Zip Code)	
Dates of Employment	Salary	Position
From:		
To:		

## References

Please list three references not related to you, whom you have known at least one year.

Name	Relationship
Company	Phone
Address	

Name	Relationship
Company	Phone
Address	

Name	Relationship
Company	Phone
Address	

### PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING

I certify that all information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration of employment and may result in my dismissal if discovered at a later date. I understand that the employer may request an investigative consumer report from a consumer reporting agency. This report may include information as to my character, reputation, personal characteristics and mode of living obtained from interviews with neighbors, friends, former employers, schools and others. I understand I have a right to make a written request within a reasonable time for the disclosure of the name and address of the consumer reporting agency so that I may obtain a complete disclosure of the nature and scope of the investigation. I authorize the investigation of any or all statements contained in this application and also authorize any person, school, current employer (except previously noted), past employers and organizations named in this application to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements. I understand that if I am extended an offer of employment it may be conditioned upon my successfully passing a complete pre-employment physical examination. I consent to the release of any or all medical information as may be deemed necessary to judge my capability to do the work for which I am applying.

I understand I will be required to successfully pass a drug screening examination. I hereby consent to a pre and/or post employment drug screen as a condition of employment, if required.

**I UNDERSTAND THAT THIS APPLICATION OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE A CONTRACT OF EMPLOYMENT NOR GUARENTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME, IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE.**

I have read, understand, and by my signature consent to these statements.

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