



## Employment Application

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

Name: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Available Date: \_\_\_\_\_ Desired Wage: \_\_\_\_\_ Position: \_\_\_\_\_

Days you are available to work \_\_\_ Mon \_\_\_ Tue \_\_\_ Wed \_\_\_ Thu \_\_\_ Fri \_\_\_ Sat \_\_\_ Sun \_\_\_ **Any**

Shifts you are available to work \_\_\_ Day \_\_\_ Evening \_\_\_ Night \_\_\_ **Any**

Type of employment desired \_\_\_ Full-time \_\_\_ Part-time \_\_\_ Temporary \_\_\_ **Any**

### BACKGROUND INFORMATION

Are you currently employed? ☐ [Yes or No]

Are you legally eligible to hold employment in the United States? ☐ [Yes or No]

Are you at least 18 years older? ☐ [Yes or No]

May we contact your current employer for a reference check? ☐ [Yes or No]

Are you willing to undergo a background check? ☐ [Yes or No]

Have you previously filed an application with this Company or its affiliated companies ☐ [Yes or No]

Have you ever worked for this company? *If yes, when?* ☐ [Yes or No]

Are you related to/know anyone employed by this company?  
*If yes, give the person's name and relationship:* ☐ [Yes or No]

### EDUCATION

Education Level	Name & Location of School	Years Completed	Major Course of Study/Degree
High School			
College			
Graduate School			

## WORKING KNOWLEDGE

Additional Skills and Qualifications: Summarize any training, skills, licenses, and/or certificates that may qualify you.

Technologies: \_\_\_\_\_

Trainings/Skills: \_\_\_\_\_

Other Languages: \_\_\_\_\_

## EMPLOYMENT HISTORY

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_

Employment Period: (From/To) \_\_\_\_\_ Supervisor: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_

Employment Period: (From/To) \_\_\_\_\_ Supervisor: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_

Employment Period: (From/To) \_\_\_\_\_ Supervisor: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

\_\_\_\_\_

I hereby certify, to the best of my knowledge, that the answers given are true and complete. I also understand that an omission or falsification may be grounds for my immediate dismissal. I understand that any information I give may be investigated as allowed by law. I consent to the release of information about my ability, employment history and fitness for employment by employers, schools, law enforcement agencies, and other individuals and organizations to investigators, personnel staff, and other authorized employees of this company or their subsidiaries and/or related companies for employment purposes. This consent shall continue to be effective during my employment if I am hired. I certify that to the best of my knowledge and belief all of the statements contained herein and on any attachments are true, correct, complete and made in good faith.

Applicant Signature: \_\_\_\_\_

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

## REFERENCES

Please provide a total of **three** references (choice of: two professional references + one personal reference OR one professional reference + two personal references).

PROFESSIONAL REFERENCES	
REFERENCE ONE	
Name: _____	Relationship to Applicant: _____
Company: _____	Job Title: _____
Address: _____	
Telephone: _____	Email: _____
REFERENCE TWO	
Name: _____	Relationship to Applicant: _____
Company: _____	Job Title: _____
Address: _____	
Telephone: _____	Email: _____
REFERENCE THREE	
Name: _____	Relationship to Applicant: _____
Company: _____	Job Title: _____
Address: _____	
Telephone: _____	Email: _____
PERSONAL REFERENCES	
REFERENCE ONE	
Name: _____	Relationship to Applicant: _____
Telephone: _____	Email: _____
REFERENCE TWO	
Name: _____	Relationship to Applicant: _____
Telephone: _____	Email: _____