



This application is not an employment contract, but is intended to evaluate suitability for employment. It is the policy of the company to provide equal employment to all qualified persons without discrimination on the basis of sex, race, religion, age, marital status, national origin, citizenship, disability, veteran status, or any other status protected under state and federal law. It is also the policy of the company to have the option of conducting pre-employment screening before a job offer is made. Once a job offer is made, employment may be contingent upon a successful completion of a medical examination, which may include providing body substance samples.

Name: _____ Social Security #: _____
Last First MI

Address: _____ Telephone #: _____
Street City/State Zip Code

Former Address: _____
Street City/State Zip Code

Position Applied For: _____ Date available for work: _____

If hired, can you furnish proof you are eligible to work in the U.S.? () Yes () No

Have you ever applied to or been employed by this Company? If yes, please list job(s) and date(s):

List any friends or relatives currently employed by this Company:

Have you been convicted of a felony within the last seven years? () Yes () No

(A "Yes" answer does not automatically disqualify you from employment, since the nature of the offense, date and job for which you are applying will also be considered.)

List Name and Address of the Schools you attended. Also include your major, no. of years attended, and the Diploma/Degree received.

High School or GED:

College or University:

Vocational or Technical:

What skills or additional training do you have that are related to the job for which you are applying?

What machines or equipment, including computer software, can you operate that are related to the job for which you are applying?

List any professional organization/activities relevant to this position for which you are applying:

Are you a veteran of the U.S. Military Service? () Yes () No

Are there additional other experiences, skills or qualifications which you feel would equip you to work for this Company?

Referred Source: () Classified Ad () Agency () Friend/ relative () Other _____

Are you employed now? () Yes () No

If yes, may we contact your present employer? () Yes () No

List names of employers in consecutive order with present or last employer first.
Account for periods of time including military service and any periods of unemployment.

Company Name: _____	Telephone #: _____
Address: _____	Employed from: _____ to: _____
Name of Supervisor: _____	Salary start: _____ final: _____
Job Title & Duties:	Reason(s) for leaving:

Company Name: _____ Address: _____ Name of Supervisor: _____ Job Title & Duties: _____	Telephone #: _____ Employed from: _____ to: _____ Salary start: _____ final: _____ Reason(s) for leaving: _____
Company Name: _____ Address: _____ Name of Supervisor: _____ Job Title & Duties: _____	Telephone #: _____ Employed from: _____ to: _____ Salary start: _____ final: _____ Reason(s) for leaving: _____

Please read each statement carefully before signing.

I understand that misrepresentation, omissions of facts, or incomplete information requested, may result in my not being considered for employment.

I certify that all the information provided in this employment application is true and complete. I understand that any false or misleading information, given in this application or interview may disqualify me from future consideration for employment and, if employed, may result in my dismissal, regardless of the time they are discovered.

I authorize and agree to cooperate in the through investigation of all statements made herein and other matters relating to my background and qualifications. I hereby release the Company, and all persons and organizations, from any and all claims and liability of any kind arising from such investigation or the supplying of information as part of such process.

I understand that I am required to abide by all rules and regulations the Company, and my offer of employment may be contingent upon successfully passing a drug screen and other screens and a background check. I understand that if I am employed I will be subject to a 90 calendar day probation period.

I understand that my employment with the Employer is for no specific term and may be terminated by me or the employer with or without notice or cause at any time. I further understand that no oral promise, Employer policy, custom, business practice or other procedure constitutes an employment contract or modification of the at-will employment relationship between the Employer and I.

Print Name

Signature

Date