

# Employment Application

Programs, services and employment are equally available to everyone. Please inform the Human Resources Department if you require reasonable accommodation for the application or interview.	Date of Interview (Month/Day/Year): / /
<b>Applicant Data</b>	Position Applied for:
How were you referred to us:	

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile/Pager/Other: \_\_\_\_\_ E-mail: \_\_\_\_\_

Date Available to Start: \_\_\_\_\_ Social Security Number: - - Salary Requirements: \_\_\_\_\_

If you are under 18 years of age, can you provide a work permit?  Yes  No If no, please explain: \_\_\_\_\_

Have you ever worked for this company?  Yes  No If yes, when? \_\_\_\_\_

Are you legally allowed to work in the United States?  Yes  No

Type of employment desired:  Full-Time  Part-Time  Temporary  Seasonal

Have you ever pleaded guilty, no contest or been convicted of a crime?  Yes  No If yes, give dates and details: \_\_\_\_\_

Answering yes to these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be considered.

Driver's license number (if applicable to position): \_\_\_\_\_ State: \_\_\_\_\_

## Education History

Name & Location of High School: \_\_\_\_\_ Did you graduate? \_\_\_\_\_

Name & Location of College: \_\_\_\_\_ Years attended: \_\_\_\_\_

Degrees completed: \_\_\_\_\_ Other Subjects Studied: \_\_\_\_\_

Trade, Business or Correspondence School: \_\_\_\_\_ Years attended: \_\_\_\_\_

Subjects Studied: \_\_\_\_\_ Did you graduate: \_\_\_\_\_

## Summarize Your Special Skills or Qualifications

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

