



"See Resume" IS NOT A VALID RESPONSE to any question asked on this application.

APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap or veteran status.

P E R S O N A L	Last Name	First	Middle	Date
	Street Address			Home Telephone ()
	City, State, Zip			Business Phone ()
	Have you ever applied for employment with us? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: Month and Year _____ Location _____			Social Security #
	Position Desired			Pay Expected
	Apart from absence for religious observance, are you available for full-time work? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, what hours can you work?			Will you work overtime if asked? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Are you legally eligible for employment in the United States?			When will you be available to begin work? _____
	Other special training or skills (languages, machine operation, etc.)			

EMPLOYMENT

Please give accurate, complete full-time and part-time employment record. Start with your present or most recent employer.

1	Company Name	Telephone ()
	Address	Employed - (State month and year) From To
	Name of Supervisor	
	State Job Title and Describe Your Work	Reason for Leaving

2	Company Name	Telephone ()
	Address	Employed - (State month and year) From To
	Name of Supervisor	
	State Job Title and Describe Your Work	Reason for Leaving

3	Company Name	Telephone ()
	Address	Employed - (State month and year) From To
	Name of Supervisor	
	State Job Title and Describe Your Work	Reason for Leaving

We may contact the employers listed above unless you indicate those you do not want us to contact.	DO NOT CONTACT	
	Employer Number(s) _____	Reason _____

EDUCATION	Elementary	5	6	7	8	Describe other education or training
	High School	1	2	3	4	
	College	1	2	3	4	
Circle last year completed						

MILITARY	Did you serve in the U.S. Armed Forces?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If "Yes" in which Branch?
	Describe any training received relevant to the position for which you are applying.			

DO NOT ANSWER ANY QUESTION IN THIS SECTION UNLESS THE BOX IS CHECKED

If the employer has checked the box next to the question, the information requested is needed for legally permissible reason, including, without limitation, national security considerations, a legitimate occupational qualification or business necessity. The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, religion, sex, or national origin. Federal law also prohibits discrimination based on age, citizenship and disability. The laws of most States also prohibit some or all of the above types of discrimination as well as some additional types such as discrimination based on ancestry, marital status and sexual preference.

<input type="checkbox"/>	Provide dates you attended school:	Elementary	Number of dependents
	High School	From _____ To _____	<input type="checkbox"/>
<input type="checkbox"/>	Other (give name and dates)	College	Are you a veteran?
	From _____ To _____	From _____ To _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	Marital Status		Sex
	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed		<input type="checkbox"/> Male <input type="checkbox"/> Female
<input checked="" type="checkbox"/>	What was your previous address?		Date of Marriage
			<input type="checkbox"/>
<input checked="" type="checkbox"/>	Have you ever been bonded? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you a U.S. Citizen?
	If "Yes" with what employers?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<input checked="" type="checkbox"/>	Have you been convicted of a crime in the past ten years, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by a court?		How long at present address?
	<input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", I describe in full.		<input checked="" type="checkbox"/> _____ Years
<input type="checkbox"/>	State names of relatives and friends working for us, other than your spouse.		How long at previous address?
			<input checked="" type="checkbox"/> _____ Years
<input type="checkbox"/>			Are you over 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> If not, employment is subject to verification of age.

S I G N A T U R E	The information in this Application for Employment is true, correct, and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.
	I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.
	If you decide to engage an investigative consumer reporting agency to report my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request, the name of the agency so I may obtain from them the nature and substance of the information contained in the report.
Signature _____	Date _____