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Employment Application

Applicant Information

Full Name:			Date:	
	<i>Last</i>	<i>First</i>	<i>M.I.</i>	

Address:	<i>Street Address</i>	<i>Apartment/Unit #</i>
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	<i>City</i>	<i>State</i>	<i>ZIP Code</i>
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Phone:		Email	
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Date Available:		Social Security No.:		Desired Salary: \$	
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Position Applied for:	
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Are you a citizen of the United States?	YES ☐	NO ☐	If no, are you authorized to work in the U.S.?	YES ☐	NO ☐
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Have you ever worked for this company?	YES ☐	NO ☐	If yes, when?	
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Have you ever been convicted of a felony?	YES ☐	NO ☐
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If yes, explain:	
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Education

High School:		Address:	
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From:		To:		Did you graduate?	YES ☐	NO ☐	Diploma:	
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College:		Address:	
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From:		To:		Did you graduate?	YES ☐	NO ☐	Degree:	
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Other: _____ Address
S:

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree : _____

References

Please list three professional references.

Full Name:		Relationship:	
Company :		Phone:	
Address:			
Full Name:		Relationship:	
Company :		Phone:	
Address:			
Full Name:		Relationship:	
Company :		Phone:	
Address:			

Previous Employment

Company :		Phone:	
Address:		Supervisor :	

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities:

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference?

YES
☐

NO
☐

Company :		Phone:	
Address:		Supervisor :	

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities:

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference?

YES
☐

NO
☐

Company
:

Phone:
Supervisor
:

Address:

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities:

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference?

YES
☐

NO
☐

Military Service

Branch:

From: _____ To: _____

Rank at
Discharge:

Type of Discharge: _____

If other than honorable,
explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature
:

Date
: