

<div style="border: 1px solid black; width: 100px; height: 40px; margin: 0 auto; text-align: center; line-height: 40px;">YOUR LOGO HERE</div>	<h2 style="margin: 0;">Company Name</h2>
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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>

<i>City</i>	<i>State</i>	<i>ZIP Code</i>

Phone: _____	Email: _____
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Date Available: _____	Social Security No.: _____	Desired Salary: \$ _____
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Position Applied for: _____

	YES	NO		YES	NO
Are you a citizen of the United States?	<input type="checkbox"/>	<input type="checkbox"/>	If no, are you authorized to work in the U.S.?	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO	
Have you ever worked for this company?	<input type="checkbox"/>	<input type="checkbox"/>	If yes, when? _____

	YES	NO
Have you ever been convicted of a felony?	<input type="checkbox"/>	<input type="checkbox"/>

If yes, explain: _____

Education

High School:	Address: _____
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From: _____ To: _____	Did you graduate?	YES	NO	Diploma: _____
		<input type="checkbox"/>	<input type="checkbox"/>	

College:	Address: _____
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From: _____ To: _____	Did you graduate?	YES	NO	Degree: _____
		<input type="checkbox"/>	<input type="checkbox"/>	

Other:	Address: _____
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From: _____ To: _____	Did you graduate?	YES	NO	Degree: _____
		<input type="checkbox"/>	<input type="checkbox"/>	

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 <input type="checkbox"/>	NO <input type="checkbox"/>

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

: