

Employment Application

PERSONAL INFORMATION

Name (Last, First, Middle) Date

Present Address

Phone Number Email Referred by

EMPLOYMENT DESIRED

Position Salary Desired

Currently employed? Yes No May we contact your employer? Yes No Date you can start

Special training programs and seminars you have completed in the last five years

FORMER EMPLOYERS

	Date, Month & Year	Name and Address of Employer	Salary	Position	Reason for Leaving
From	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
To	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
From	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
To	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
From	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
To	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

REFERENCES: Provide the names of three persons not related to you, whom you have known at least one year.

	Name	Address	Business	Years Acquainted
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Equal Opportunity Information. U.S law prohibits discrimination based on race, sex, color, creed, national origin, age, genetic information or disability. The information requested below will not affect you as an applicant. Its sole use will be to see how well our recruitment efforts are reaching all segments of the population. Answering the ethnicity question is optional.

Ethnicity

- White (Non-Hispanic/Latino)
- Hispanic/Latino
- Black or African American (Non-Hispanic/Latino)
- Two or More Races (Non-Hispanic/Latino)
- Asian
- Native Hawaiian or Other Pacific Islander
- American Indian or Alaskan Native

Birthdate

Gender

- Male Female

Disability

- Yes, I have a disability (or previously had a disability)
- No, I don't have a disability
- I don't wish to answer

Please read the section below carefully before signing

Yes No Do you have a valid driver's license?

Yes No Are you willing to submit to a pre-employment drug test?

U.S. law requires that, if hired, you must furnish appropriate documentation establishing identity and employment eligibility, generally with 72 hours of starting work. For example, acceptable documents include: a U.S. Passport, INS forms 688 or 688A; a Social Security Card or birth certificate issued by government authority and a driver's license, school I.D. with photo or other government issued documentation establishing identity. Certain other documents are equally acceptable. Please consult a member of the management team and ask them for a copy of INS form I-9 for a list of these documents.

You may exclude information regarding any conviction for which the record has been judicially ordered sealed, expunged or statutorily eradicated.

*** DURING THE PAST 5 YEARS, HAVE YOU EVER BEEN CONVICTED OF, PLED GUILTY TO OR PLED NO CONTEST TO A CRIME, EXCLUDING MISDEMEANORS AND TRAFFIC VIOLATIONS?

Yes No If Yes, describe in full

*** Answering yes will not necessarily bar you from employment. Applicants are not required to disclose sealed or expunged conviction records or the existence of such records.

ARE YOU OR HAVE YOU EVER BEEN A SEX OFFENDER REGISTERED WITH ANY FEDERAL, STATE OR LOCAL GOVERNMENT AGENCY, INCLUDING ANY LISTING ON A PUBLIC WEBSITE? Yes No

1. I represent and acknowledge that I can read and write English.
2. I certify that I have read this application and the information on it is complete and correct. I understand that any omissions or misrepresentation of information is grounds for dismissal.
3. I authorize the persons, employers, schools and organizations listed on this application to give you any information concerning my employment and other pertinent information they may have, personal and otherwise, and release all parties from all liability and damages that may result from furnishing this to you.
4. I acknowledge that Employer reserves the right to amend or modify any of its handbooks or policies at any time and without prior notice. These policies do not create any promises or contractual rights between employer and its employees. Employee's employment is at will. This means an employee is free to terminate his/her employment at any time, without any reason, with or without cause, and employer retains these same rights.
5. Employer is an Equal Opportunity Employer. Various federal, state, and local laws prohibit discrimination on account of race, color, religion, sex, age, national origin, disability, sexual orientation, veterans status or other protected categories. It is this Employer's policy to comply fully with these laws, as applicable, and information requested on this application will not be used for any purpose prohibited by law.

Do you read and understand English? Yes No

Usted entiende y lee ingles? Si No

Do you read and understand Spanish? Yes No

Usted entiende y lee espanol? Si No

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, at the discretion of the employer, be terminated at anytime without any previous notice.

Signed: _____

Date: