



### EMPLOYMENT APPLICATION

Applications are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or in the presence of a non-related medical condition or handicap.

**PLEASE PRINT**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail Address \_\_\_\_\_

Phone #1 \_\_\_\_\_ Phone #2 \_\_\_\_\_ Phone #3 \_\_\_\_\_

Social Security # \_\_\_\_\_

Have you applied here before?  Yes  No If Yes, when? \_\_\_\_\_

Have you been employed by us before?  Yes  No If Yes, when? \_\_\_\_\_

On what date would you be available to work? \_\_\_\_\_

Are you available to work:  Full time  Part time  Temporary

Are you currently on "lay-off" status and subject to recall?  Yes  No

Do you have reliable transportation?  Yes  No

Please list the top three departments in which you would like to work:

\_\_\_\_\_

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#### EDUCATION

Schools/Colleges Attended: # Years Year Grad. Degree

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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#### REFERENCES

Give name, address, and telephone number of three references who are not related to you and are not previous employers:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

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**EMPLOYMENT EXPERIENCE**

Start with your present job or last job. Include military assignments and other volunteer activities. Exclude organizational names which indicate race, color, religion, sex, or national origin.

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**Employer 1** \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Supervisor Name \_\_\_\_\_  
Job Title \_\_\_\_\_ Reason for leaving \_\_\_\_\_  
Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly rate \_\_\_\_\_

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**Employer 2** \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Supervisor Name \_\_\_\_\_  
Job Title \_\_\_\_\_ Reason for leaving \_\_\_\_\_  
Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly rate \_\_\_\_\_

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**Employer 3** \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Supervisor Name \_\_\_\_\_  
Job Title \_\_\_\_\_ Reason for leaving \_\_\_\_\_  
Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly rate \_\_\_\_\_

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**Employer 4** \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Supervisor Name \_\_\_\_\_  
Job Title \_\_\_\_\_ Reason for leaving \_\_\_\_\_  
Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly rate \_\_\_\_\_

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Describe any special qualifications you may have for this job:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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I CERTIFY that answers given herein are true and complete to the best of my knowledge. I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not intended to be a contract of employment. In the event of employment, I understand that false or misleading information given on my application or interview may result in termination.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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