



Position(s) applied for: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Number Street City State Zip

Primary Phone Number: \_\_\_\_\_ Secondary Phone Number: \_\_\_\_\_

Referred By:  Our Advertisement  Employment Agency  Friends or Relative

Have you ever been employed here before?  Yes  No

If yes, give dates and positions \_\_\_\_\_

Are you over 18 years of age?  Yes  No (If no, a work permit will be required)

Are you legally eligible for employment in the United States?  Yes  No

Are you Presently Employed?  Yes  No

Date Available for work? \_\_\_\_\_

What is your desired salary range? \_\_\_\_\_

Type of employment desired (Check all that Apply)  Full-Time  Part-time  
 Seasonal  Temporary  
 Educational Co-op

Type of shift preferred (check all that apply)  First  Second  Third

Have you ever been convicted of a felony?  Yes  No

If yes, list convictions and dates \_\_\_\_\_

Answering "yes" to these questions does not constitute an automatic bar to employment. Factors such as Dates of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be Considered.

For Office Use Only

Badge Number \_\_\_\_\_

Hire Date \_\_\_\_\_

Position \_\_\_\_\_

Rate \_\_\_\_\_

Class \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Resume  
 Applicant Reference Notes  
 Applicant Interview Notes

## Educational Background

School	Name/Location of School	Years Completed	Diploma/Degree Received
High School			
Technical College			
College/ University			

## MILITARY SERVICE

Branch of Service	From	To	Rank & Duties	Date Discharged

## WORK REFERENCES

Name and Job Title	Phone Number	# of years Known

## ADDITIONAL TRAINING, SKILLS, AND ACCOMPLISHMENTS

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