

APPLICATION FOR EMPLOYMENT

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

Date of Birth _____

Date _____

Name _____
Last First Middle

Present Address _____
Street City State

Phone # _____ Are you 18 years or older? Yes ___ No ___

Do you have a valid Driver's License? Yes ___ No ___

Employment Desired

Position _____ Date you can start _____ Salary desired _____

Are you employed now _____ If so may we inquire of your present employer _____

Ever applied to this company before? _____ Where _____ When _____

Referred by _____

EDUCATION	Name and Location of School	# of years attended	Did you graduate	Subject Studied
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Grammar School				
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High School				
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College				
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Trade, Business, or Correspondence School				
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General Information

Special Skills _____

Activities (Civic, Athletic, Etc.) _____

U.S. Military service _____ Rank _____ Present Membership in National Guard of reserve _____

Former Employers (List below last three employers, starting with the last one first)

Date Month and year	Name and Address of Employer	Salary	Position	Reason for leaving
From _____ To _____	_____	_____	_____	_____
From _____ To _____	_____	_____	_____	_____
From _____ To _____	_____	_____	_____	_____

Which of these jobs did you like best? _____

What did you like most about this job? _____

References:

Name	Address	Business	Years Acquainted
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Signature of Applicant _____

In Case of Emergency Notify _____
 Name Address Phone #

“I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMMISIONS, OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MAY BE REJECTED AND IF I AM EMPLOYED MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME. IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE COMPANYS RULES AND REGULATIONS, AND I AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME, AT EITHER MY OR THE COMPANIES OPTION. I ALSO UNDERSTAND THAT NO COMPANY REPRESENATIVE OTHER THAN ITS PRESIDENT HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIC PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO FOREGOING. “

DATE _____

SIGNATURE _____