



APPLICATION FOR EMPLOYMENT EOE

THIS APPLICATION MUST BE FULLY COMPLETED AND SIGNED BEFORE THE APPLICANT CAN BE CONSIDERED FOR EMPLOYMENT

NOTE: DRUG TEST REQUIRED FOR ALL POSITIONS BEFORE EMPLOYMENT BEGINS

Name: Last First Middle Today's Date:

Present Address: Street City State Zip

Are you over 18 yrs of age? \_\_\_\_\_

Telephone: Cell Phone: e-mail address: If none, give neighbor's

For what type of Position are you applying? Expected earnings:

Were you ever employed By this Company or its Affiliates? If yes, Where? When:

Date Available For work: Are you willing to do shift work? Social Security Number:

Relatives now employed by Any division of this company: Name: Position: Relationship:

Emergency Notification: Name: Address: Telephone Number: Relationship:

If hired, can you produce evidence of eligibility to work Lawfully in the United States within three (3) days of hire date? Yes: No:

Have you ever been Convicted of a felony? If so, explain including date, nature of offense, And terms of probation:

Note: Conviction of a felony is not an automatic bar to employment. All factors will be considered.

<b>Military Services:</b>	<b>Branch:</b>	<b>Years Served:</b>	<b>Rank Attained:</b>
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**Did you receive any discharge Other than honorable:** **If yes, explain:**  
**Note: An other than honorable discharge is not an automatic bar to employment. All factors will be considered.**

**Are you a member of A Military Reserve Organization:** **If so, describe:**

**I. REFERENCES**

List three employment references. Do not list relatives. The Company may contact any or all references as part of the application process

Individual's name	Company Name/Address	Individual's telephone number (work or home)
1.		
2.		
3.		

**II. EDUCATION**

	Name and location of school	No. Years	Diploma-Degree
<b>High School or Equivalent</b>			
<b>Business or Trade School</b>			
<b>Accredited College or University</b>			
<b>Other Special Training</b>			

College Major: \_\_\_\_\_ College Minor: \_\_\_\_\_ Are you now taking Any other courses? \_\_\_\_\_

List any achievements, honors, activities or skills you believe bear on your qualifications for employment: \_\_\_\_\_

**II. EMPLOYMENT HISTORY**

(list most recent employment first, and account for all years of employment)

<b>Last _____ Present _____</b>	<b>Dates employed From:</b>	<b>To:</b>
<b>Name of Company</b>	<b>Starting pay:            per</b>	<b>Final pay            per</b>
<b>Address</b>	<b>Job title:</b>	
<b>Describe nature Of duties:</b>	<b>Name of Supervisor:</b>	<b>Title:</b>
<b>Reason for leaving:</b>		
<b>Type of business:</b>	<b>May we inquire of this employer?</b>	<b>Phone:</b>

<b>Dates employed</b>	<b>From:</b>	<b>To:</b>
<b>Name of Company</b>	<b>starting pay:            per</b>	<b>Final pay            per</b>
<b>Address</b>	<b>Job title:</b>	
<b>Describe nature Of duties:</b>	<b>Name of Supervisor:</b>	<b>Title:</b>
<b>Reason for leaving:</b>		
<b>Type of business:</b>	<b>May we inquire of this employer?</b>	<b>Phone:</b>

<b>Dates employed</b>				
<b>From:</b>		<b>To:</b>		
<b>Name of Company</b>		<b>starting</b>		<b>Final</b>
		<b>pay:</b>	<b>per</b>	<b>pay per</b>
<b>Address</b>		<b>Job title:</b>		
<b>Describe nature Of duties:</b>		<b>Name of Supervisor:</b>		<b>Title:</b>
<b>Reason for leaving:</b>				
<b>Type of business:</b>		<b>May we inquire of this employer?</b>		<b>Phone:</b>

<b>Dates employed</b>				
<b>From:</b>		<b>To:</b>		
<b>Name of Company</b>		<b>starting</b>		<b>Final</b>
		<b>pay:</b>	<b>per</b>	<b>pay per</b>
<b>Address</b>		<b>Job title:</b>		
<b>Describe nature Of duties:</b>		<b>Name of Supervisor:</b>		<b>Title:</b>
<b>Reason for leaving:</b>				
<b>Type of business:</b>		<b>May we inquire of this employer?</b>		<b>Phone:</b>

<b>Dates employed</b>				
<b>From:</b>		<b>To:</b>		
<b>Name of Company</b>		<b>starting pay:</b>	<b>per</b>	<b>Final pay per</b>
<b>Address</b>		<b>Job title:</b>		
<b>Describe nature Of duties:</b>		<b>Name of Supervisor:</b>		<b>Title:</b>
<b>Reason for leaving:</b>				
<b>Type of business:</b>		<b>May we inquire of this employer?</b>		<b>Phone:</b>

List on additional sheets any other employment giving same information as requested previously.

**READ CAREFULLY BEFORE SIGNING:**

I certify that the answers given and the statements on this application are true and correct. I authorize investigation of the information I have given and of my personal character through individuals or through credit and other investigating agencies, and I release all such persons or agencies from liability or damages incurred as a result of requesting or furnishing this information. I further understand that any misrepresentation, false statement, or omission of any information called for in this application is cause for cancellation of the application and or discharge from employment if I have been hired.

I agree, if employed, to abide by all company rules, regulations, and policies.

I understand that, should I be offered employment by the Company, my employment will be “at-will,” meaning that my employment can be terminated by either me or the Company at any time for any reason or for no reason without previous notice. I further understand that the “at-will” nature of my employment may not be changed except by a written agreement signed by the President of the Company. I further understand that no supervisor, manager or other employee or representative of the Company other than the President has the authority to change the “at-will” nature of my employment and that any oral promises of employment for a definite period or that are otherwise contrary to my “at-will” status are not binding upon the Company.

Applicant’s signature \_\_\_\_\_

Date \_\_\_\_\_