

APPLICATION FOR EMPLOYMENT

Date _____

We are committed to a policy of Equal Employment Opportunity and will not discriminate on any legally recognized basis, including but not limited to race, age, color, religion, sex, marital status, national origin, citizenship, ancestry, non-job related handicap or disability or veteran status.

PERSONAL BACKGROUND

Name _____ Social Security Number _____
Last First Middle

Present Address _____
Street City State Zip Code

Permanent Address _____
Street City State Zip Code

Phone No. () _____ Referred by: _____

Position applying for: _____ Date you can start _____ Salary desired _____

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

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

Are you willing to work overtime? YES NO

U.S. Military or Naval Service _____ Rank _____

If driving is a requirement of the job for which you are applying, do you have a current, valid driver's license? YES NO

License # _____ State _____

Continued employment is contingent on your maintaining a current, valid driver's license.

If under 18 years of age, do you have a work permit? YES NO

After employment, can you submit verification of your legal right to work in the U.S.? YES NO

Have you ever been convicted of a felony? (A conviction record will not necessarily be a bar to employment.) YES NO

Please explain: _____

EDUCATIONAL BACKGROUND	NAME AND LOCATION OF SCHOOL	CIRCLE HIGHEST GRADE COMPLETED	GRADUATED YES/NO?	MAJOR AREA OF STUDY
High School	_____	9 10 11 12		_____
	_____			_____
College	_____	13 14 15 16		_____
	_____			_____
Trade, Business or Graduate School	_____			_____
	_____			_____

SPECIALIZED TECHNICAL SKILLS (i.e. COMPUTER PROGRAMMER/LANGUAGE, EQUIPMENT OPERATION, SPECIAL TOOLS OR MACHINES USED)
