



- Please print all information neatly. -

DATE \_\_\_\_\_

1. How did you hear about us?

- Sign out front Internet ad Print ad Website Friend, relative Other

2. Position(s) applying for: Full Time Part Time

3. Personal Information:

Name Last First Middle

Address:

City State Zip

Email address: Home phone: Cell phone:

Social Security number - -

4. Background information:

- Have you ever been employed here? YES NO If yes, provide dates:
Have you ever filed an application here? YES NO If yes, provide date:
Are you employed now? YES NO If yes, may we contact your employer?
Are you on a lay-off, subject to recall? YES NO

5. Specific information:

- If you are hired and you are under 18, can you furnish a work permit? YES NO
Are you legally qualified to be employed in the United States? YES NO
Can you provide required documentation of your right to be employed in the U.S.? YES NO
Will you consent to a drug/alcohol screen at the discretion of the company? YES NO
Can you travel if the job requires? YES NO
When can you be available for work? Date:

6. Criminal background:

- Have you ever been convicted of a felony or misdemeanor crime? YES NO
Have you ever entered a plea of guilty or no contest to a felony or misdemeanor charge? YES NO

If any of the above criminal background answers are "Yes", please explain below and describe your current status with the court system (probation, parole, etc.).

Blank lines for providing explanation of criminal background answers.

**7. Education:**

| Elementary/Middle School  |           |
|---------------------------|-----------|
| School name:              |           |
| Years completed: (circle) | 4 5 6 7 8 |

| High School  |  |
|--|--|
| School name:   |  |
| Years completed: (circle)  | 9 10 11 12      Received Diploma? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Honors received:   |  |
| Describe specialized training, apprenticeships, skills, and extra curricular activities: |  |

| Technical School/College/University  |   |
|--|---|
| School name:   |   |
| Years completed: (circle)  | 1 2 3 4                                   |
| Earned degree:<br><input type="checkbox"/> Yes <input type="checkbox"/> No               | <i>If yes, please list type of degree</i> |
| Honors received:   |   |
| Major/Minor field(s) of study:   |   |
| Describe specialized training, apprenticeships, skills, and extra curricular activities: |   |

| Graduate School/College/Professional   |   |
|--|---|
| School name:   |   |
| Years completed: (circle)  | 1 2 3 4                                   |
| Earned degree:<br><input type="checkbox"/> Yes <input type="checkbox"/> No               | <i>If yes, please list type of degree</i> |
| Honors received:   |   |
| Major/Minor field(s) of study:   |   |
| Describe specialized training, apprenticeships, skills, and extra curricular activities: |   |

**8. Please list any additional information (qualifications, skills, certifications, etc.) that you feel would be helpful as we consider your application.**

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**9. Work history:**

- List your work history starting with your current/most recent employment. -

a)

|                             |  |                    |    |
|-----------------------------|--|--------------------|----|
| Employer:                   |  | Dates Employed     |    |
|                             |  | From               | To |
| Telephone:                  |  |                    |    |
| Address<br>City, State, Zip |  |                    |    |
| Last position held:         |  | Hourly rate/salary |    |
|                             |  | Start              | To |
| Supervisor:                 |  |                    |    |
| Work Performed:             |  |                    |    |
| Reason for leaving:         |  |                    |    |

b)

|                             |  |                    |    |
|-----------------------------|--|--------------------|----|
| Employer:                   |  | Dates Employed     |    |
|                             |  | From               | To |
| Telephone:                  |  |                    |    |
| Address<br>City, State, Zip |  |                    |    |
| Last position held:         |  | Hourly rate/salary |    |
|                             |  | Start              | To |
| Supervisor:                 |  |                    |    |
| Work Performed:             |  |                    |    |
| Reason for leaving:         |  |                    |    |

c)

|                             |  |                    |    |
|-----------------------------|--|--------------------|----|
| Employer:                   |  | Dates Employed     |    |
|                             |  | From               | To |
| Telephone:                  |  |                    |    |
| Address<br>City, State, Zip |  |                    |    |
| Last position held:         |  | Hourly rate/salary |    |
|                             |  | Start              | To |
| Supervisor:                 |  |                    |    |
| Work Performed:             |  |                    |    |
| Reason for leaving:         |  |                    |    |

