

application for employment

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, creed, age, sex, religion, or natural origin.

PERSONAL INFORMATION

Date: _____

Name: _____
 Last First Middle

Present address: _____
 Street City State Zip

Permanent Address: _____
 Street City State Zip

State name and department of any relatives, other than spouse, already in employment by this company

Referred by: _____

EMPLOYMENT DESIRED

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

Are you employed? _____ If so may we enquire Of your present employer? _____

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

EDUCATION

	Name and location of last school	Circle Last Year Completed	Did you graduate?	Subjects Studied and Degree(s) Received
Grammar school	_____	1 2 3 4	<input type="checkbox"/> Yes	
	_____		<input type="checkbox"/> No	
High School	_____	1 2 3 4	<input type="checkbox"/> Yes	
	_____		<input type="checkbox"/> No	
College	_____	1 2 3 4	<input type="checkbox"/> Yes	
	_____		<input type="checkbox"/> No	
Trade, business, or correspondence school	_____	1 2 3 4	<input type="checkbox"/> Yes	
	_____		<input type="checkbox"/> No	

Subjects of Special Study or Research Work _____

Activities other than religious (Civic, Athletic, ect.)

EXCLUDE ORGANIZATIONS, THE NAME OR CHARACTER OF WHICH INDICATED THE RACE, CREED OR NATIONAL ORIGIN OF ITS MEMBERS.

FORMER EMPLOYERS List below your last four employers, starting with the last one first.

Date Month and Year	Name and address of employer	Salary	Position	Reason for leaving
To:				
From:				
To:				
From:				
To:				
From:				
To:				
From:				

REFERENCES: Give the names of at least three persons not related to you, whom you have known for at least 1 year.

Name	Address	Phone #	Relationship	Years acquainted
1.				
2.				
3.				
4.				
5.				
6.				

I authorize investigation into all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause of dismissal. Further, I understand and agree that my employment is nor no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any previous notice.

Date: _____ Signature: _____

DO NOT WRITE BELOW THIS LINE

Interviewed by: _____ Date: _____

REMARKS:

Neatness		Character	
Personality		Ability	

Hired: _____ For Dept: _____ Position: _____ Will Report _____ Salary
Wages _____

Approved: 1. _____ 2. _____ 3. _____
 Employment Manager Dept. Head General Manager