Employment Application

Applicant Information

Full Name: _____   Date: _____

Last   First   M.I.

Address: _____

Street Address   Apartment/Unit #

_____

City   State   Zip Code

Phone: _____   Email: _____

Date Available: _____   Social Security No.: _____   Desired Salary: $ _____

Position Applied for: _____

	YES	NO		YES	NO
Are you a citizen of the United States	❏	❏	If no, are you authorized to work in the U.S.?	❏	❏

	YES	NO	
Have you ever worked for this company?	❏	❏	If yes, when? _____

	YES	NO
Have you ever been convicted of a felony?	❏	❏

If yes, explain: _____

Education

High School: _____   Address: _____

From: _____   To: _____   Did you graduate: YES ❏.   NO ❏   Diploma: _____

College: _____   Address: _____

From: _____   To: _____   Did you graduate: YES ❏.   NO ❏   Degree: _____

Other: _____   Address: _____

From: _____   To: _____   Did you graduate: YES ❏.   NO ❏   Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

_____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

_____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

_____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title _____ Starting Salary: $ _____ Ending Salary: $ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

YES.   NO

❏.   ❏

May we contact your previous supervisor for a
reference?

_____

_____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title _____ Starting Salary: $ _____ Ending Salary: $ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

YES.   NO

❏.   ❏

May we contact your previous supervisor for a
reference?

_____

_____

_____

_____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title _____ Starting Salary: $ _____ Ending Salary: $ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference?

YES.   NO
❏.   ❏

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____