

APPLICATION FOR EMPLOYMENT

Date _____

Name _____ Social Security # _____

Present Address _____ Telephone # () _____

Are you legally eligible for employment in the U.S.A.? _____ Age (if under 17 or over 70) _____

Position applied for _____ Minimum rate of pay you will accept _____

Would you work Full-Time _____ Part-time _____ Specify days and hours if part-time _____

Are you willing to work overtime, holidays and weekends? ___ Yes ___ No Date Available _____

Were you previously employed by us? _____ If yes, when _____

Are there any experiences, skills or qualifications which would qualify you for a position with our organization?

RECORD OF EDUCATION

Type of School	Name & Address of School	Course of Study	Did you Graduate?	Last Year Completed	List Diploma or Degree
Elementary					
High School					
College					
Other (Specify)					

PERSONAL REFERENCES (Not Former Employers or Relatives)

Name	Address	Phone Number

LIST BELOW ALL PRESENT AND PAST EMPLOYMENT, BEGINNING WITH YOUR MOST RECENT:

I.	Name & Address of Company Type of Business	From		To		Describe the work you did	Starting Salary	Last Salary	Reason for Leaving	Name of Supervisor
		Mo	Yr	Mo	Yr					
	Phone #									

II.	Name & Address of Company Type of Business	From		To		Describe the work you did	Starting Salary	Last Salary	Reason for Leaving	Name of Supervisor
		Mo	Yr	Mo	Yr					
	Phone #									

III.	Name & Address of Company Type of Business	From		To		Describe the work you did	Starting Salary	Last Salary	Reason for Leaving	Name of Supervisor
		Mo	Yr	Mo	Yr					
	Phone #									

IV.	Name & Address of Company Type of Business	From		To		Describe the work you did	Starting Salary	Last Salary	Reason for Leaving	Name of Supervisor
		Mo	Yr	Mo	Yr					
	Phone #									

PLEASE READ AND SIGN BELOW

The facts set forth in my application are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. I understand that the facility may make an offer of temporary employment to me pending the results of a criminal conviction check.

Date _____ Signature of Applicant _____

APPLICANT - DO NOT WRITE BELOW THIS LINE

Interviewer _____

Comments: _____

Date _____ Interviewer _____

Reference Check Results:

Person Spoken with: _____ Phone # _____ Comments _____

Person Spoken with: _____ Phone # _____ Comments _____

Person Spoken with: _____ Phone # _____ Comments _____
