

EMPLOYMENT APPLICATION



PERSONAL INFORMATION

NAME OF EMPLOYER:

Name (Last)	First	Initial	Date / /
Home Address		City	State Zip
Home Telephone ()	Cellular Phone ()	Business Phone ()	May we contact you at work? ☐ Yes ☐ No
E-mail			

Position Applying For	Date Available / /	Are you interested in (check all that apply) ☐ Full-time ☐ Part-time ☐ Temporary ☐ Summer					
Days and hours available. Complete if applying for restaurant position.							
Day	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
From							
To							
How were you referred to us?							

EDUCATION

Type of School	Name and Location of School	Degree/Level of Study	Number of Years Attended	Graduated (Check One)
High School	Name _____ Address _____ City _____ State _____ Zip _____			☐ Yes ☐ No
	Name _____ Address _____ City _____ State _____ Zip _____			☐ Yes ☐ No
College	Name _____ Address _____ City _____ State _____ Zip _____			☐ Yes ☐ No
	Name _____ Address _____ City _____ State _____ Zip _____			☐ Yes ☐ No
Graduate School	Name _____ Address _____ City _____ State _____ Zip _____			☐ Yes ☐ No
	Name _____ Address _____ City _____ State _____ Zip _____			☐ Yes ☐ No
Other	Name _____ Address _____ City _____ State _____ Zip _____			☐ Yes ☐ No
	Name _____ Address _____ City _____ State _____ Zip _____			☐ Yes ☐ No

U.S. MILITARY SERVICE

Branch of Service	Technical Specialization	Duties Assigned

LEGAL

Are you legally authorized to work in the United States? ☐ Yes ☐ No (Identity and employment eligibility of all new hires will be verified as required by the Immigration Reform and Control Act of 1986)

Were you ever discharged by any company? ☐ Yes ☐ No If yes, give name of company(ies): _____

Reason for discharge: _____

Have you ever been convicted of or pled guilty to (including a plea of not guilty contending a misdemeanor) _____ ☐ Yes ☐ No If yes, please explain in full at any time within the past 8 years? _____

Have you been convicted of or pled guilty to (including a plea of not guilty contending a felony) (you are not obligated to disclose sealed, annulled or expunged records of conviction(s)) or records of arrests or criminal charges which did not result in a conviction? _____ ☐ Yes ☐ No If yes, please explain offense and final disposition: _____

Or conviction has not necessarily disqualify an applicant from employment.

(CONTINUED ON REVERSE)

Federal, State, and local laws prohibit discrimination based on race, color, sex, religion, affectional or sexual orientation, national origin, ancestry, age, physical or mental disability that does not affect ability to perform essential job function(s) with or without reasonable accommodation, or any other protected status not listed in this statement. Your application will be considered in full accord with applicable Federal, State, and local requirements.