

SAMPLE JOB APPLICATION

PLEASE NOTE: It is important that you complete all parts of the application. If your application is incomplete or does not clearly show the experience and/or training required, your application may not be accepted. If you have no information to enter in a section, please write N/A.

| Name and Address | | | | | | | |
|--|----------------------------|-------------------------------------|----------------------------|-------------------------------------|----------------------------|--|----------------------------|
| Name (First, MI, Last) | Social Security Number | | | | | | |
| Mailing Address | | | | | | | |
| City, State, and Zip Code | | | | | | | |
| Telephone | Alternate Phone | | | | | | |
| If under 18, please list age | Email | | | | | | |
| Job Type | | | | | | | |
| Days/hours available to work | | | | | | | |
| <input type="radio"/> I have no preference. | <input type="radio"/> Mon. | <input type="radio"/> Tues. | <input type="radio"/> Wed. | <input type="radio"/> Thurs. | <input type="radio"/> Fri. | <input type="radio"/> Sat. | <input type="radio"/> Sun. |
| I am seeking a: | | <input type="radio"/> Full-time job | | <input type="radio"/> Part-time job | | <input type="radio"/> Full- or Part-time | |
| How many hours can you work weekly? | | | | Can you work nights? | | Date available to begin | |
| Additional Information | | | | | | | |
| Have you ever been employed by this organization in the past? | | | | | | <input type="radio"/> Yes | <input type="radio"/> No |
| I certify that I am a U.S. citizen, permanent resident, or a foreign national with authorization to work in the United States. | | | | | | <input type="radio"/> Yes | <input type="radio"/> No |
| Have you ever been convicted of, or entered a plea of guilty, no contest, or had a withheld judgment to a felony? | | | | | | <input type="radio"/> Yes | <input type="radio"/> No |
| If Yes, please explain: | | | | | | | |