

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Name

Phone

Address

City/State/Zip

If under 18, give date of birth

JOB APPLYING FOR

Position desired

Experience in this line of work

Date you can start

Salary desired

Are you currently employed?

Current salary

May we contact your current employer?

FORMER EMPLOYERS (List most recent first)

Date From - To	Employer	Phone	Supervisor	Salary or wage	Reason for leaving
1.					
2.					
3.					

EDUCATION

	Name and location	Years attended	Hours completed	Graduation date or equivalent
High School				
College				
Trade/Business				

Do you have special skills or operate special machinery or equipment?

If yes, please specify

Typing/keyboarding experience?

How many words per minute if known

PERSONAL REFERENCES (List persons not related to you with whom you have worked and whom we may contact for reference, if necessary.)

Name	Address	Phone
1.		
2.		
3.		

I understand that misrepresentation of fact in this application will be sufficient grounds for termination of my employment or cancellation of job offer without notice anytime hereafter. I authorize investigation of all statements contained herein and references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise.

Date

Signed