

# APPLICATION FOR EMPLOYMENT (PART 1)

Date \_\_\_\_\_

Name \_\_\_\_\_  
last first middle

Address \_\_\_\_\_  
street city state & zip

Telephone \_\_\_\_\_ Social Security # \_\_\_\_\_

CDL License:  yes  no Class: \_\_\_\_\_ License #: \_\_\_\_\_

Driver's License # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Position Applying For \_\_\_\_\_

Have you applied here before \_\_\_\_\_ Date \_\_\_\_\_

Have you ever been employed here before \_\_\_\_\_

Are you employed now \_\_\_\_\_ Where \_\_\_\_\_

Date Available for work \_\_\_\_\_ Are you available for work:  Full Time  Part Time

Are you on a lay-off subject to recall:  yes  no

If employed and under 18 can you furnish a work permit:  yes  no

What type of equipment do you have experience operating \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone Number \_\_\_\_\_

Relationship \_\_\_\_\_

Give Name, Address, and Telephone Number of three references, not related to you and not previous employers:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you been convicted of a felony or misdemeanor within the last 7 years?  Yes  No

If Yes, Describe: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Have you had any moving violations within the last 7 years?  Yes  No

If Yes, Describe: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

# APPLICATION FOR EMPLOYMENT (PART 2)

## EDUCATION

	Elementary	High School	College
School Completed	4 5 6 7 8	9 10 11 12	1 2 3 4

Describe Specialized Training Skills \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## EMPLOYMENT EXPERIENCE

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Employer: Name \_\_\_\_\_

Address \_\_\_\_\_

Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Salary \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

Employer: Name \_\_\_\_\_

Address \_\_\_\_\_

Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Salary \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

Employer: Name \_\_\_\_\_

Address \_\_\_\_\_

Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Salary \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

## APPLICATION FOR EMPLOYMENT (PART 3)

### TO BE READ AND SIGNED BY APPLICANT

This certifies that this application was completed by me. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Applicants are subject to a pre-employment check of their driving record at the applicant's expense. If the applicant is hired after review of their driving record and retains employment with the company for six months, then the company will reimburse the applicant.

Applicants are subject to a pre-employment drug test.

I understand all the above stated information and consent to the conditions required for employment. I also understand that I am required to abide by all rules and regulations of the employer.

Date \_\_\_\_\_ Signature \_\_\_\_\_

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### FOR PERSONNEL DEPARTMENT ONLY

Arrange Interview:  Yes  No

Remarks: \_\_\_\_\_

Employed:  Yes  No

Date of Employment \_\_\_\_\_

Job Title \_\_\_\_\_ Hourly Rate \_\_\_\_\_ Department \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_