

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: \_\_\_\_\_ Social security number: \_\_\_\_\_  
 \_\_\_\_\_ Position applied for: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Date you can start: \_\_\_\_\_  
 Can you work:  Full-time  Part-time  Temporarily

**Employment History** Begin with the most recent position

Date of Employment Month-Year	Name of Address of Employer (include military service) Name and Telephone of Supervisor	Job Title and Responsibilities	Salary	Reason for leaving
From: _____ To: _____	_____	_____	_____	_____
From: _____ To: _____	_____	_____	_____	_____
From: _____ To: _____	_____	_____	_____	_____
From: _____ To: _____	_____	_____	_____	_____
From: _____ To: _____	_____	_____	_____	_____

May we contact the employers above?  Yes  No Are you currently employed?  Yes  No

Education	Name and Location	Type of Diploma	Date Attended	Did you Graduate?
High School	_____	_____	_____	_____
Trade or Technical School	_____	_____	_____	_____
College	_____	_____	_____	_____

List and special skills or training:  
 \_\_\_\_\_

**Important - Please Read and Sign**

As an 'equal opportunity employer' this company's policy, as well as Federal and State Law, prohibits discrimination in employment based on race, color, religion, sex, national origin, physical handicap, or age with respect to individuals who are at least 18 years of age.

As part of this application for employment, I hereby authorize the company to investigate my references and to make an independent investigation of my character, conduct and employment records.

I further agree that failure to reveal any prior employer, or the giving of false or misleading information by me will be grounds for termination of employment.

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

**For Company Use Only**

Interviewer: \_\_\_\_\_ **Hired**  
 Date: \_\_\_\_\_ Department: \_\_\_\_\_  
 Comments: \_\_\_\_\_ Position: \_\_\_\_\_  
 \_\_\_\_\_ Starting Date: \_\_\_\_\_  
 \_\_\_\_\_ Location: \_\_\_\_\_  
 \_\_\_\_\_ Salary: \_\_\_\_\_  
 \_\_\_\_\_ Approved: \_\_\_\_\_