



Employment Application **An Equal Opportunity Employer**

_____ ("Company") is an equal opportunity employer and does not discriminate against otherwise qualified applicants on any basis that is protected under Federal, State, or Local law. If you require a reasonable accommodation to participate in the recruitment process, including completing this application, please contact: _____ at _____.

General Information

Please Print

_____ Date _____ Last Name _____ First Name _____ M.I.

_____ Current Street Address

_____ City _____ State _____ Zip Code

_____ Permanent Address (if different from current address)

_____ Email address (____) _____ Home Phone (____) _____ Cell Phone

Employment Desired

Position applying for: _____

General Information

How did you hear about our Company and this job opening? _____

Have you ever applied to or worked for the Company before? Yes No

If yes, when? _____

Do you have any friends or relatives working for the Company? Yes No

If yes, state name(s) and relationship:

_____ Name _____ Relationship

_____ Name _____ Relationship

We may refuse to hire relatives of present employees if doing so could result in actual or potential problems in supervision, security, safety, or morale, or if doing so could create conflicts of interest.

If hired, would you have a reliable means of transportation to and from work? Yes No

Are you at least 18 years old? Yes No

(If under 18, hire is subject to verification that you are of minimum legal age.)

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes No

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)

Education, Training, and Experience

School Type	School Name/ Address	Years Completed	Did you Graduate?	Diploma/ Degree Earned
<i>High School</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>College</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Graduate School</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Vocational</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Health Care Training</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Employment History

List below all present and past employment (last five [5] years is sufficient) starting with your most recent employer. Account for all periods of unemployment. **You must complete this section even if attaching a resume.**

Employer Name: _____ Phone Number: _____

Address: _____

Type of Business: _____ Supervisor/Title: _____

Job Title: _____ Dates of Employment (month/year): _____ to _____

Primary Duties: _____

Reason for Leaving: _____ Call for Reference? Yes No

Employer Name: _____ Phone Number: _____

Address: _____

Type of Business: _____ Supervisor/Title: _____

Job Title: _____ Dates of Employment (month/year): _____ to _____

Primary Duties: _____

Reason for Leaving: _____ Call for Reference? Yes No

Employer Name: _____ Phone Number: _____

Address: _____

Type of Business: _____ Supervisor/Title: _____

Job Title: _____ Dates of Employment (month/year): _____ to _____

Primary Duties: _____

Reason for Leaving: _____ Call for Reference? Yes No

Employer Name: _____ Phone Number: _____

Address: _____

Type of Business: _____ Supervisor/Title: _____

Job Title: _____ Dates of Employment (month/year): _____ to _____

Primary Duties: _____

Reason for Leaving: _____ Call for Reference? Yes No

Note: Attach additional page(s) if necessary.

Required

Please Read Carefully, Initial Each Paragraph and Sign Below:

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment, and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize the Company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company, and that no promises or representations contrary to the foregoing are binding on the Company unless made in writing and signed by me and the Company's designated representative.

_____ In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

Date

Applicant's Signature