

APPLICATION FOR EMPLOYMENT

Name: _____ Social Security # _____ * _____ * _____
(Last) (First) (M.I.)

Address: _____
(Street) (City) (State) (Zip)

Phone #: (____) _____ Are you over 18 years of age? () Yes () No *If no, hire must present valid working papers*

Emergency contact _____ Relationship _____

Position _____ Pay Rate: \$ _____ Date of Hire ____ / ____ / ____

PLEASE NOTE: All employees must present valid forms of identification as required by the U. S. Department of Homeland Security(Immigration & Naturalization Service) and complete the enclosed I-9 Employment Eligibility Verification. Valid forms of I.D. are listed on the page attached to the I-9 form and include either one document from list A or one document each from list B and C. Payroll checks cannot be issued without this information.

PREVIOUS EMPLOYMENT: (Please complete, starting with your most recent employer)

Employer:
Name: _____ Address _____
Contact Person: _____ Phone#: (____) _____
Position: _____ Salary: \$ _____
Employed From ____ / ____ / ____ To ____ / ____ / ____ Reason for Leaving _____

Employer:
Name: _____ Address _____
Contact Person: _____ Phone#: (____) _____
Position: _____ Salary: \$ _____
Employed From ____ / ____ / ____ To ____ / ____ / ____ Reason for Leaving _____

APPLICANT: READ AND SIGN BELOW

THIS INFORMATION PROVIDED BY ME IN THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE I UNDERSTAND THAT IF I AM EMPLOYED, ANY FALSE STATEMENTS WILL BE CONSIDERED AS CAUSE FOR POSSIBLE DISMISSAL. I ALSO UNDERSTAND THAT A ROUTINE INQUIRY MAY BE MADE DURING OUR INITIAL OR SUBSEQUENT EMPLOYMENT PROCESS WHICH MAY PROVIDE INFORMATION CONCERNING CHARACTER, JOB HISTORY, GENERAL REPUTATION, PERSONAL CHARACTERISTICS, CREDIT RECORD, AND MODE OF LIVING. UPON WRITTEN REQUEST, ADDITIONAL INFORMATION AS TO THE NATURE AND SCOPE OF THE INQUIRY, IF ONE IS MADE, WILL BE PROVIDED.

(Applicant's Signature) _____

(Date) _____