



Personal Information

Full Name _____ Today's Date _____

Home Address: _____

City _____ State _____ Zip _____

Home/Cell Phone _____

Are you interested in: Full Time Part Time Seasonal Temporary Date

Available for Work _____

Circle last year of school attended: 10 11 12 College: 1 2 3 4

Days and Hours Available for Work

	Monday		Wednesday	Thursday Friday	Saturday	Sunday
From						
To						

Employment History

List employment starting with your most recent position.

May we contact your present employer? Yes No

May we contact your past employer(s)? Yes No

Please indicate if you were employed under a different name.

Name of Employer _____

Address of Employer _____

Dates Employed: _____ to _____

Position or Title _____ Salary/Wages _____

List major duties: _____

Reason for leaving: _____

Name of Employer _____

Address of Employer _____

Dates Employed: _____ to _____

Position or Title _____ Salary/Wages _____

List major duties: _____

Reason for leaving: _____

Skills and Qualifications

Summarize any training skills, licenses and/or certificates that may qualify you as being able to perform job related functions

In this position for which you are applying. _____

Describe yourself in three words or less...

References

NAME	TELEPHONE	YEARS KNOWN

Please list any extracurricular activities that also require your time: _____

Applicant Statement

I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct. I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) cancel further consideration of this application, resume or (2) immediately discharge me from the employer's service whenever it is discovered.

I authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state, or federal law.

I understand that this application remains current for only 30 days. At the consideration of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

The employer reserves the right to terminate my employment at any time, with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand, and accept all terms of the foregoing Applicant Statement

Signature of Applicant _____

Date ___/___/___