



APPLICATION FOR EMPLOYMENT

Today's date: _____
 Date available to start work: _____

Pre-employment questionnaire

An equal opportunity employer

PERSONAL INFORMATION

DATE: _____

Name: _____
Last First M.I.

Address: _____

City/State: _____ Zip Code: _____

Telephone Number: _____ Cell Phone Number: _____

E-mail: _____ Are you 18 years or older?: _____

The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age, but less than 70 years of age.

POSITION

Position: _____ Salary desired: _____

Are you currently employed?: _____ If so, may we inquire of your present employer?: _____

EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	ADDRESS	YEARS COMPLETED	COURSE OF STUDY
GRAMMAR SCHOOL				
HIGH SCHOOL				
COLLEGE				
BUSINESS OR TRADE SCHOOL				

SPECIAL SKILLS

Please list other special skills you may have, e.g., licenses, certifications, specialized training, etc.

WORK EXPERIENCE *(List last three employers, beginning with the most recent.)*

Employer/Phone	Dates Employed From: To:	Work Performed
Address	Supervisor	
Job Title	Reason for Leaving	

Employer/Phone	Dates Employed From: To:	Work Performed
Address	Supervisor	
Job Title	Reason for Leaving	

Employer/Phone	Dates Employed From: To:	Work Performed
Address	Supervisor	
Job Title	Reason for Leaving	

REFERENCES *(List names of three persons not related to you, whom you have known at least one year.)*

Name/Address	Business	Phone
	Years Acquainted	
Name/Address	Business	Phone
	Years Acquainted	
Name/Address	Business	Phone
	Years Acquainted	

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements shall be grounds for dismissal.

I authorize investigation of all statements contained herein, and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any prior notice.

Signature: _____

Date: _____