College & Career Awareness

Employment Agency

APPLICATION FOR EMPLOYMENT

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Applicant Information** | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name: | |  | | | | | | |  | | | | | | | | |  | |  | | | |
| *Last* | | | | | | | *First* | | | | | | | | | *M.I.* | | Date | | | |
| Address: | |  | | | | | | | | | | | | | | | | | | | | | |
| *Street Address* | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |  | |  | | | |
| *City* | | | | | | | | | | | | | | | | *State* | | *ZIP Code* | | | |
| Phone: | | ( ) | | | | | | | | | E-mail Address: | | | | |  | | | | | | | |
| List 3 hobbies or special interests: | | | | | | |  | | | | | | | | | | | | | | | | |
| Are you a citizen of the United States? | | | | | | | Yes | | | No | | Would you be willing to get a physical? | | | | | | | | | | Yes | No |
| Have you ever been convicted of a felony? | | | | | | | Yes | | | No | | Would you be willing to take a drug test? | | | | | | | | | | Yes | No |
| **Education** | | | | | | | | | | | **Skills and Abilities** | | | | | | | | | | | | |
| Elementary: | | |  | | | | | | | | Please list any special qualities, skills, or training you have: | | |  | | | | | | | | | |
| Did you graduate? | | | | | Yes | No | |  | | |
| Middle School: | | |  | | | | | | | |
| Did you graduate? | | | | | Yes | No | |  | | |
| High School: | | |  | | | | | | | |
| Did you graduate? | | | | | Yes | No | |  | | |
| **Previous Employment** | | | | | | | | | | | | | | | | | | | | | | | |
| Company: |  | | | | | | | | | | Phone: | | | ( ) | | | | | | | | | |
| Address: |  | | | | | | | | | | Supervisor: | | |  | | | | | | | | | |
| Job Title: |  | | | | | | | | | | Wage: | | |  | | | | | | | | | |
| Responsibilities: | | | |  | | | | | | | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | | Yes | | No | Reason for leaving: | | | | |  | | | | |
| **References: (Not a Relative)** | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name: | |  | | | | | | | | | Relationship: | | |  | | | | | Phone: | |  | | |
|  | |  | | | | | | | | |  | | |  | | | | |  | |  | | |
| **Disclaimer** | | | | | | | | | | | | | | | | | | | | | | | |
| *I certify that my answers are true and complete to the best of my knowledge.*  *If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.* | | | | | | | | | | | | | | | | | | | | | | | |
| Signature: | |  | | | | | | | | | | | | | Date: | |  | | | | | | |