# Application For Employment

Position You Are Applying For: _____

## PERSONAL INFORMATION

First Name_____ MI_____ Last Name_____

Street Address_____
City_____ State_____ Zip Code_____

E-mail Address_____Phone_____

Social Security Number_____-_____-_____
Are You A US Citizen? _____

Have You Ever Been Convicted Of A Felony? _____
If Yes, Please Explain: _____
_____

*All Applicants Are Subject To A Background Check*

## EDUCATION AND SKILLS

Highest Level Of Education Completed:_____

High School:_____ City_____ State _____
From _____ to _____

College:_____ City_____
State_____
From _____ to _____
Degree Or Major_____

Other:_____ City _____ State_____
From_____ to _____
Field Of Study_____

Additional Information, Skills, Hobbies, Interests, Volunteer Work, Comments (optional):_____
_____
_____
_____

## EMPLOYMENT HISTORY

Employer:_____
Employed From_____ to _____
Address_____
City _____ State _____ Zip Code_____
Phone_____ Email Address _____
Position Held_____
Duties Performed/Skills Used/Equipment Used _____
_____
Reason For Leaving

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Employer:_____
Employed From_____ to _____
Address_____
City _____ State _____ Zip Code_____
Phone_____ Email Address _____
Position Held_____
Duties Performed/Skills Used/Equipment Used _____
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Employer:_____
Employed From_____ to _____
Address_____
City _____ State _____ Zip Code_____
Phone_____ Email Address _____
Position Held_____
Duties Performed/Skills Used/Equipment Used _____
_____
Reason For Leaving

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## REFERENCES (Please Provide Three Persons Not Related To You)

Full Name_____ Relationship _____
E-mail -_____ Phone _____
Company _____ Title _____

Full Name_____ Relationship _____
E-mail -_____ Phone _____
Company _____ Title _____

Full Name_____ Relationship _____
E-mail -_____ Phone _____
Company _____ Title _____

## AVAILABILITY

Date I Am Available To Begin Work _____

Days/Times That I Am Available To Work _____

Number Of Hours Per Week That I Would Like To Work _____

I Am Typically Unavailable During The Following Times _____

I Will Need The Following Blocks Of Time Off Of Work _____

## ADDITIONAL INFORMATION

Why Are You Interested In This Position?_____
_____

_____

What Does Customer Service Mean To You?_____
_____

_____

*We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, marital status or disability.*

I, the Applicant, certify that all answers given herein are true and honest to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview may result in termination of my employment.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

Signature _____ Date_____