



**APPLICATION FOR EMPLOYMENT**  
**PRE-EMPLOYMENT QUESTIONNAIRE \* AN EQUAL OPPORTUNITY EMPLOYER**

**PERSONAL INFORMATION**

Date \_\_\_\_\_

Name \_\_\_\_\_

Present Address \_\_\_\_\_  
 Street City State Zip

Permanent Address \_\_\_\_\_  
 Street City State Zip

Phone No. \_\_\_\_\_ Are you 21 years old or older? Yes \_\_\_\_\_ No \_\_\_\_\_

**EMPLOYMENT DESIRED**

Position \_\_\_\_\_ Date You Can Start \_\_\_\_\_ Salary/Wage Desired \_\_\_\_\_

Are You Employed Now? \_\_\_\_\_ If So May We Inquire Of Your Present Employer? \_\_\_\_\_

Ever Applied To This Company Before? \_\_\_\_\_ Where? \_\_\_\_\_ When? \_\_\_\_\_

EDUCATION	NAME AND LOCATION OF SCHOOL	NO. OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
HIGH SCHOOL				
COLLEGE OR UNIVERSITY				
TECHNICAL OR CERTIFICATE PROGRAMS				

Driver's License No. \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

Driving Record \_\_\_\_\_

Citations in last three years \_\_\_\_\_

**FORMER EMPLOYERS** (List below your last four employers, starting with last one first)

DATE: MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER		POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

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

NAME	BUSINESS	PHONE	YEARS ACQUAINTED

**PHYSICAL RECORD**

Do you need any special accommodations to perform the job you've applied for? Yes \_\_\_ No \_\_\_

Please describe: \_\_\_\_\_  
\_\_\_\_\_

"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 on this application 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."

\_\_\_\_\_  
Date Signature

**DO NOT WRITE BELOW THIS LINE**

Interviewed by \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

Hire Date \_\_\_\_\_ Wage \_\_\_\_\_ Per: \_\_\_\_\_ Position \_\_\_\_\_

Employment Status: FT PT Seasonal? Yes No Student? Yes No Minor? (< 18 yrs old) Yes No

Manager signature \_\_\_\_\_ Date: \_\_\_\_\_

Employee Email: \_\_\_\_\_ Last 4 SSN: \_\_\_\_\_