



Employment Application

Position Applied For: _____ Date: ____ / ____ / ____

1. Personal Information

- Full Name: _____
- Address: _____

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- Phone Number: _____
 - Email Address: _____
 - Are you legally authorized to work in the U.S.? ☐ Yes ☐ No
 - Are you at least 18 years old? ☐ Yes ☐ No

2. Employment Preferences

- Employment Type: ☐ Full-time ☐ Part-time ☐ Temporary ☐ Seasonal
- Date Available to Start: ____ / ____ / ____
- Desired Salary/Hourly Rate: _____
- Are you willing to work overtime? ☐ Yes ☐ No

3. Education

High School - Name: _____ - City/State: _____
- Graduated? ☐ Yes ☐ No

College/University - Name: _____ - City/State: _____
- Degree: _____
- Graduated? ☐ Yes ☐ No

Other Training/Certifications - _____ -

4. Employment History

(Please list your last three employers, starting with the most recent.)

Employer 1

- Company Name: _____
- Position Held: _____
- Supervisor Name & Phone: _____
- Employment Dates: _____ to _____
- Reason for Leaving: _____

Employer 2

- Company Name: _____
- Position Held: _____
- Supervisor Name & Phone: _____
- Employment Dates: _____ to _____
- Reason for Leaving: _____

Employer 3

- Company Name: _____
- Position Held: _____
- Supervisor Name & Phone: _____
- Employment Dates: _____ to _____
- Reason for Leaving: _____

5. Skills & Qualifications

(Please list any relevant skills, certifications, software expertise, or other qualifications.)

6. References

(Please list two professional references.)

Reference 1

- Name: _____
- Relationship: _____
- Phone: _____
- Email: _____

Reference 2

- Name: _____
 - Relationship: _____
 - Phone: _____
 - Email: _____
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7. Acknowledgment & Signature

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that providing false information may result in disqualification or termination if hired.

Signature: _____

Date: ____ / ____ / ____