sole
PERFECTION

Employment Application

Full Name: _____ Date: _____

Last   *First*   *M.I.*

Address: _____

Street Address   *Apartment/Unit #*

_____

City   *State*   *ZIP Code*

Phone: **(   )** _____ E-mail Address: _____

Date Available: _____   Desired Salary: **$** _____

Position Applied for: _____

	YES	NO		YES	NO
Are you a citizen of the United States?	☐	☐	If no, are you authorized to work in the U.S.?	☐	☐

	YES	NO	
Have you ever worked for this company?	☐	☐	If yes, when?
Have you ever been convicted of a felony?	☐	☐	

If yes, explain: _____

Education

High School: _____   Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

College: _____   Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____   Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

References

Please list three professional references.

Full Name: _____   Relationship: _____

Company: _____   Phone: **(   )** _____

Address: _____

Full Name: _____   Relationship: _____

Company: _____   Phone: **(   )** _____

Address: _____

Full Name: _____   Relationship: _____

Company: _____   Phone: **(   )** _____

Address: _____

Previous Employment

Company: Phone: **(**   **)**

Address: Supervisor:

Job Title: Starting Salary: **$**   Ending Salary: **$**

Responsibilities:

From: To: Reason for Leaving:

                                                  YES   NO

May we contact your previous supervisor for a reference? ☐   ☐

Company: Phone: **(**   **)**

Address: Supervisor:

Job Title: Starting Salary: **$**   Ending Salary: **$**

Responsibilities:

From: To: Reason for Leaving:

                                                  YES   NO

May we contact your previous supervisor for a reference? ☐   ☐

Company: Phone: **(**   **)**

Address: Supervisor:

Job Title: Starting Salary: **$**   Ending Salary: **$**

Responsibilities:

From: To: Reason for Leaving:

                                                  YES   NO

May we contact your previous supervisor for a reference? ☐   ☐

Military Service

Branch: From: To:

Rank at Discharge: Type of Discharge:

If other than honorable, explain:

Disclaimer and Signature

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: _____