

## APPLICATION FOR EMPLOYMENT

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

### Personal Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #

\_\_\_\_\_ City State ZIP Code

Phone: ( ) \_\_\_\_\_  
 Are you 18 years or Older? Yes  No

D.O.B. / / \_\_\_\_\_ SSN# - - \_\_\_\_\_  
 (mm/dd/yy) Are you prevented from lawfully becoming employed in this country because of Visa or Immigration status? Yes  No

### Employment Desired

Position: \_\_\_\_\_ Date You Can Start: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

Are you employed now? YES  NO  If so, may we inquire of your present employer? YES  NO

Ever applied to this company before? YES  NO  If so, when? \_\_\_\_\_

Have you ever been convicted of a felony? YES  NO

If yes, explain: \_\_\_\_\_

Referred By: \_\_\_\_\_

### Education

**Grammar School:** \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Subjects Studied: \_\_\_\_\_

**High School:** \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Subjects Studied: \_\_\_\_\_

**College:** \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

**Other School:** \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

### General Information

**Subjects of Special Study or Research Work** \_\_\_\_\_

**Special Skills** \_\_\_\_\_

**Activities: (Civic, Athletic, etc.)** \_\_\_\_\_

Exclude Organizations, The name of which indicates the race, creed, sex, age, marital status, color or nation of origin of its members.



**Disclaimer and Signature**

*I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated at anytime. In consideration of my employment, I agree to conform to the company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at anytime, at either my or the company's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at anytime by the company. I understand that no company representative, other than it's president, and then only when in writing and signed by the president, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

Interviewed By: \_\_\_\_\_

Date: \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Neatness: \_\_\_\_\_

Ability: \_\_\_\_\_

Hired:            YES    NO  
                         Position: \_\_\_\_\_

Salary/Wage \_\_\_\_\_

Date Reporting to Work \_\_\_\_\_

Approved: \_\_\_\_\_