

Application for Employment

PERSONAL INFORMATION

Name:	Last:	First:	Middle:
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Present Address:	Street:		
	City:	State:	Zip Code:

Permanent Address:	Street:		
	City:	State:	Zip Code:

Phone Number:	Social Security Number:
If related to anyone in our employ, state name and department.	Referred by

EMPLOYMENT DESIRED

Position:	Date you can start:	Salary desired:
Are you employed now?	If so, may we inquire of your present employer?	
Ever applied to this company before?	Where?	When?

The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 65 years of age.

EDUCATION

	Name and location of school	Dates	Did you graduate?	Subjects studied
Grammar School				
High School				
College				
Trade, Business, or Correspondence School				

Subjects of special study or research work

What foreign languages do you speak fluently?

Activities (civic, athletic, etc)

Note: Exclude organizations, the name or character of which indicates the race, creed, sex, marital status, age, color or national origin of its members.

FORMER EMPLOYERS (List below last four employers, starting with the last one first.)

Date Month and Year	Name and address of employer	Salary	Position	Reason for leaving
From: To:				
From: To:				
From: To:				
From: To:				

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

Name	Address	Business	Years acquainted
1.			
2.			
3.			

In case of emergency notify:

Name

Address

Phone

I authorize investigation of all statements contained in this application, I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that 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 previous notice.

Date:

Signature: