



# Application for Employment

An Equal Opportunity Employer - We do not discriminate on the basis of race, color, religion, national origin, sex, age, disability, or any other status protected by law or regulation. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

## Applicant Information

**Full Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 \_\_\_\_\_ **Last** \_\_\_\_\_ **First** \_\_\_\_\_ **M.I.** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_ **Street Address** \_\_\_\_\_ **Apartment/Unit #** \_\_\_\_\_  
 \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_ **ZIP Code** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Email** \_\_\_\_\_  
**Date Available:** \_\_\_\_\_ **Social Security No.:** \_\_\_\_\_ **Desired Salary: \$** \_\_\_\_\_  
**Position Applied for:** \_\_\_\_\_ **Shift:** \_\_\_\_\_

Are you employed now?  YES  NO Have you ever worked for or applied YES NO  
 to this company previously?   If yes, when? \_\_\_\_\_

## How did you hear about us?

Saw sign on our building  YES  NO  
 Saw job poster in store  YES  NO If yes, what store? \_\_\_\_\_  
 Church  YES  NO If yes, name of church? \_\_\_\_\_  
 Newspaper Ad  YES  NO If yes, name of paper? \_\_\_\_\_  
 Online Ad  YES  NO If yes, name of site? \_\_\_\_\_  
 Employee Referral  YES  NO If yes, name of employee? \_\_\_\_\_  
 Other  YES  NO If yes, name? \_\_\_\_\_

## Previous Employment

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

## 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:** \_\_\_\_\_

### \*\* HR USE ONLY \*\*

START DATE: \_\_\_\_\_ SALARY: \_\_\_\_\_ DEPARTMENT: \_\_\_\_\_  
 BADGE #: \_\_\_\_\_ BENEFITS ELIGIBILITY DATE: \_\_\_\_\_ REHIRE (CIRCLE ONE): YES NO