

# Employment Application



Full Name: \_\_\_\_\_ Sex  Male  Female

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Date Available to Start: \_\_\_\_\_ Social Security Number: \_\_\_\_\_ Salary Requirements: \_\_\_\_\_

If you are under 18 years of age can you provide a work permit?  YES  NO If no please Explain: \_\_\_\_\_

Have you ever worked for this company?  Yes  No If yes, when? \_\_\_\_\_

Are you legally allowed to work in the Unites States?  Yes  No

Type of employment desired:  Full time  Part time  Temporary  Seasonal

Have you ever plead guilty ,no contest or been convicted of a crime?  Yes  No If yes give dates and details. Use back sheet of paper if necessary.

## Employment History

Dates of employment: From \_\_\_/\_\_\_/\_\_\_ To: \_\_\_/\_\_\_/\_\_\_ Position Held: \_\_\_\_\_

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Supervisor \_\_\_\_\_ Title \_\_\_\_\_

Responsibilities \_\_\_\_\_

Starting Salary and Title: \_\_\_\_\_ Ending Salary and Title \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

Dates of employment: From \_\_\_/\_\_\_/\_\_\_ To: \_\_\_/\_\_\_/\_\_\_ Position Held: \_\_\_\_\_

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Supervisor \_\_\_\_\_ Title \_\_\_\_\_

Responsibilities \_\_\_\_\_

Starting Salary and Title: \_\_\_\_\_ Ending Salary and Title \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

**Education:**

Are you currently in school?  yes  No

Name of School: \_\_\_\_\_  High School  College \_\_\_\_\_ GPA: \_\_\_\_\_

**Availability:** When can you work? Please make considerations for school hours, extracurricular activities and sports.

Days:  Mon  Tue  Wed  Thurs  Fri  Sat  Sun

Hours: \_\_\_\_\_

**Please provide a copy of your Drivers License and Social Security Card:**

I certify that my answers are true and complete to the best of my knowledge I authorize you to make such investigations and inquiries of my personal employment, educational, financial and other related matters as may be necessary for an employment decision. I hereby release employers, schools or individuals from all liability when responding to inquiries in connection with my application.

In the event I am employed, I understand that false or misleading information given in my application or interview(s) may result in discharge

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Store Manager Use Only**  
Store location \_\_\_\_\_  
Date of Hire \_\_\_\_\_  
Position \_\_\_\_\_  
Starting Pay \_\_\_\_\_