

Application for employment

ALL APPLICATIONS WILL BE DISCARDED
AFTER 15 DAYS. ALL APPLICANTS MUST
RE-APPLY 15 DAYS FROM CURRENT DATE.

PERSONAL INFORMATION

Date _____		Social Security Number _____	
Name			
Last	First	Middle	Age Sex
Present Address			
Street	City	State	Zip
Permanent Address			
Street	City	State	Zip
Phone Number _____		Own Home <input type="radio"/> Rent <input type="radio"/> Board <input type="radio"/>	
Date Of Birth _____		Color Of Hair Color Of Eyes	
Height _____		Weight _____	
Married _____		Single Widowed Divorced Separated	
Number Of Children _____		Dependents Other Than Wife Or Children Citizen Of U.S.A. Yes <input type="radio"/> No <input type="radio"/>	
If Related To Anyone In Our Employ. State Name And Department _____		Referred By _____	

Last

First

Middle

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 _____

EDUCATION	Name And Location Of School	Years Attended	Date Graduated	Subjects Studied
Grammar School	_____	_____	_____	_____
High School	_____	_____	_____	_____
College	_____	_____	_____	_____
Trade, Business or Correspondence School	_____	_____	_____	_____

Subject Of Special Study Or Research Work _____

What Foreign Languages Do You Speak Fluently? _____ **Read** **Write**

U.S Military Or Naval Service **Rank** _____ **Present Membership In National Guard Or Reserves** _____

Activited Other Than Religious _____

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 Or Three Persons Not Related To You, Whom You Have Known For At Least One Year.

Name	Address	Business	Years Acquainted
1			
2			
3			

**In Case Of
Emergency Notify**

Name

Address

Phone No.

Authorize Investigation Of All Statements Contained In This Application. I Understand That Misrepresentation Or Omission Of Facts Called For Cause For Dismissal. Further, I Understand And Agree That My Employment Is For No Definite Period And May, Regardless Of The Date Of Payment, My Wages And Salary, Be Terminated At Any Time Without Any Previous Notice.

Date

Signature

DO NOT WRITE BELOW THIS LINE

Interviewed By

Date

REMARKS: _____

Neatness		Character	
Personality		Ability	

Hired

For Dept.

Position

Will Report

Salary
Wages

Approved: 1.

2.

3.

Employment Manager

Dept. Head

General Manager