



**APPLICATION FOR EMPLOYMENT**  
 (PRE-Employment Questionnaire) (An Equal Opportunity Employer)

<b>PERSONAL INFORMATION</b>			Date:	
Name:			Social Security Number:	
Last	First	Middle		
Present Address				
Street		City	State	ZIP
Permanent Address				
Street		City	State	ZIP
Phone No.			Are You 18 Years or Older?	
Are You prevented from lawfully becoming employed in this country because of visa or immigration status? Yes _____ No _____				
<b>EMPLOYMENT DESIRED</b>			Date You Can start	Salary Desired:
Position :				
Are You employed now?			If so, may we inquire of you present employer?	
Have you ever applied to this company before?			Where?	When?
Referred by:				

EDUCATION	Name & Location of School	No. of yrs attended	Did you graduate?	Subjects Studied
Grammar School				
High School				
College				
Trade, Business or Correspondence School				

<b>GENERAL</b>		
Subjects of special study or research work:		
Special Skills:		
Activities: (Civic, Athletic, etc. excluding organizations which indicate race, creed, sex, age, color or nation of origin:		
US Military or Naval Service	Rank:	Present membership in National Guard or Reserves:

**FORMER EMPLOYERS** List below last three employers, starting with last one first)

Date Month & Year	Name & Address of Employer	Salary	Position	Reason for Leaving
From				
To				
From				
To				
From				
To				
From				
To				

Which of these jobs did you like best?

What did you like most about this job?

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

Name	Address	Business	Yrs Acquainted
1.			
2.			
3.			

In case of Emergency notify:

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone Number \_\_\_\_\_

I CERTIFY THAT ALL THE INFORMATION SUMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MY BE REJECTED AND, IF I AM EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME. IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE COMPANY'S RULES AND REGULATIONS, AND I AGREE THAT MY EMPLOYMENT AND COMPENSTAION CAN BE TERMINATED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME, 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 ANY TIMER 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 AGREEMTN CONTRARY TO THE FOREGOING."

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

DO NOT WRITE BELOW THIS LINE									
Interviewed by:							Date:		
Remarks:									
Neatness					Ability:				
Hired:	Yes:		No:		Position:			Dept:	
Salary/Wage					Date Reporting				