**Employment Application** (Office Only: New or Rehire / Position: Rate: $ )

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| **APPLICANT INFORMATION** (REHIRE? COMPLETE THRU DIRECT DEPOSIT QUESTION BELOW AND SIGN/DATE PAGE 2) |
| Last Name | First | M.I. | Date |
| Street Address | Apartment/Unit # |
| City | State | ZIP |
| Cell Phone | E-mail Address |
| Date Available | Social Security No. | Desired Salary |
| Full time | Or Part time |  |  |  |  | Date of Birth |
| Position(s) Applied for |
| Are you a citizen of the United States? | YES | NO | If no, are you authorized to work in the U.S.? | YES | NO |
| Have you ever worked for this company? | YES | NO | If so, position & when?\*\* |  |  |  |  |  |
| Have you ever been convicted of a felony? | YES | NO | If yes, explain |  |  |  |  |  |

**\*\*If Rehire: Has your direct deposit bank information changed? YES or NO** (Please circle)

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| **EDUCATION** |
| High School | Address |
| From | To | Did you graduate? | YES | NO |  | Degree |
| College | Address |
| From | To | Did you graduate? | YES | NO |  | Degree |
| Other | Address |
| From | To | Did you graduate? | YES | NO |  | Degree |
| **REFERENCES** |
| Please list three professional references. |
| **Full Name** | Relationship |
| Company | Phone | ( ) |
| Address |
| **Full Name** | Relationship |
| Company | Phone | ( ) |
| Address |  |
| **Full Name** | Relationship |
| Company | Phone | ( ) |
| Address |

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| **PREVIOUS EMPLOYMENT** |
| **Company** | Phone | ( | ) |  |
| Address | Supervisor |
| Job Title | Starting Salary | $ |  |  | Ending Salary | $ |
| Responsibilities |
| From | To | Reason for Leaving |
| May we contact your previous supervisor for a reference? | YES | NO |  |  |  |  |
| **Company** | Phone | ( ) |  |  |
| Address | Supervisor |
| Job Title | Starting Salary | $ |  |  | Ending Salary | $ |
| Responsibilities |
| From | To | Reason for Leaving |
| May we contact your previous supervisor for a reference? | YES | NO |  |  |  |  |
| **Company** | Phone | ( ) |  |  |
| Address | Supervisor |
| Job Title | Starting Salary | $ |  |  | Ending Salary | $ |
| Responsibilities |
| From | To | Reason for Leaving |
| May we contact your previous supervisor for a reference? | YES | NO |  |  |  |  |
| **MILITARY SERVICE (OPTIONAL)** |
| Branch | From | To |  |
| Rank at Discharge | Type of Discharge |
| If other than honorable, explain: |
| **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** |  |