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We are an Equal Opportunity Employer and fully subscribe to the principles of Equal Employment Opportunity. Applicants and/or employees are considered for hire, promotion and job status, without regard to race, color, religion, creed, sex, marital status, national origin, Age, physical or mental disability.

Name _____ Date of application _____
LAST FIRST MIDDLE

Address _____ City _____ State _____ Zip _____

Telephone _____ E-mail _____

1. GENERAL INFORMATION

Are you able to perform the essential job functions for the position for which you are applying with or without reasonable accommodation? ☐ YES ☐ NO

Have you been convicted of any felonies other than minor traffic violations during the past seven years? (A criminal record or a conviction will not automatically bar employment, but will be considered only as it reasonably relates to your fitness to perform in the position for which you are applying.) ☐ YES ☐ NO If yes, Explain: _____

2. EDUCATION & TRAINING

Circle last grade completed – Grade 1 2 3 4 5 6 7 8 9 10 11 12 College 1 2 3 4 Masters _____ Doctorate _____

| Name & Address of School | Major Course Studied | Graduated or degree (Y or N) | Average Grade |
|---|----------------------|------------------------------|---------------|
| Last High School Attended/Address: | | | |
| College or University/Address | | | |
| College or University/Address Other School (Technical, Vocational, Graduate, etc.) /Address | | | |

List any scholarships, academic honors, awards or special achievements: _____

3. SKILLS Please list any skills you have that are appropriate for the position you are applying for: _____

If required, will you work?

Rotating shifts ☐ YES ☐ NO
Overtime ☐ YES ☐ NO

Saturdays ☐ YES ☐ NO
Sundays ☐ YES ☐ NO

Position applying for, be specific:

Salary Requirements

\$

☐ Per hour
☐ Per month

DATE YOU CAN START

____/____/____

State fully why you believe you are qualified for this position

INTEREST / ACCOMPLISHMENTS: You may wish to list significant experience, interests & accomplishments gained, while working as a volunteer or as a hobbyist that may be useful in the position (s) you are seeking. Names or organizations designating religion, race, etc. need not to be mentioned.

4. EMPLOYMENT HISTORY

Starting with your PRESENT or MOST RECENT EMPLOYER list in consecutive order ALL EMPLOYMENT for at least the past **THREE** employers. If currently employed, may we contact your employer? ☒ YES ☐ NO

PRESENT OR MOST RECENT EMPLOYER

| | | | | | | |
|--|--|------------------------|-----------|-----|------------------------|------------------------|
| FULL NAME OF COMPANY | | (AREA CODE) | TELEPHONE | | SALARY BEGIN END | EMPLOYED From To |
| STREET ADDRESS | | CITY | STATE | ZIP | | |
| NAME & TITLE OF SUPERVISOR | | TITLE OF YOUR POSITION | | | REASON FOR LEAVING: | |
| LIST JOB HELD, DUTIES PERFORMED, SKILLS USED, & PROMOTIONS WHILE EMPLOYED AT THIS COMPANY: | | | | | | |
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|--|--|------------------------|-----------|-----|------------------------|------------------------|
| FULL NAME OF COMPANY | | (AREA CODE) | TELEPHONE | | SALARY BEGIN END | EMPLOYED From To |
| STREET ADDRESS | | CITY | STATE | ZIP | | |
| NAME & TITLE OF SUPERVISOR | | TITLE OF YOUR POSITION | | | REASON FOR LEAVING: | |
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|--|--|------------------------|-----------|-----|------------------------|------------------------|
| FULL NAME OF COMPANY | | (AREA CODE) | TELEPHONE | | SALARY BEGIN END | EMPLOYED From To |
| STREET ADDRESS | | CITY | STATE | ZIP | | |
| NAME & TITLE OF SUPERVISOR | | TITLE OF YOUR POSITION | | | REASON FOR LEAVING: | |
| LIST JOB HELD, DUTIES PERFORMED, SKILLS USED, & PROMOTIONS WHILE EMPLOYED AT THIS COMPANY: | | | | | | |
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READ CAREFULLY: I certify that the information contained in this application is correct to the best of my knowledge and understand that any misstatement or omission of information may result in denial of employment or discharge. I authorize the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

Signature _____ Date _____