



# APPLICATION FOR EMPLOYMENT

We do not discriminate on the basis of age over 40, race, sex, color, religion, national origin, disability, or any other applicable status protected by state or local law. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Each question should be fully and accurately answered. No action can be taken on this application until all questions have been answered. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for signature on back of application. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.

## POSITION AND AVAILABILITY

Job Applied For (PCP, RN, Secretary, CNA, etc.) \_\_\_\_\_ Today's Date \_\_\_\_\_

Are you seeking: Full-time  Part-time  Temporary  employment? \_\_\_\_\_ When could you start work? \_\_\_\_\_

## APPLICANT INFORMATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Age 18 or older?  Yes  No \_\_\_\_\_ Social Security #: \_\_\_\_\_

(If hired, you may be required to submit proof of age.) \_\_\_\_\_ Eligible to work in U.S.?  Yes  No \_\_\_\_\_

## ELIGIBILITY AND WORK HISTORY

Have you ever applied here before?  Yes  No If yes, when? \_\_\_\_\_

Were you ever employed here?  Yes  No If yes, when? \_\_\_\_\_

Have you ever been convicted of any law violation (except a minor traffic violation)?  Yes  No \_\_\_\_\_

If yes, give details: \_\_\_\_\_

A "Yes" answer does not automatically disqualify you from employment; the nature of the offense, date, and job applied for are considered.

Are you now or do you expect to be engaged in any other business or employment?  Yes  No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

**For Driving Jobs Only:** Do you have a valid driver's license?  Yes  No \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State of License: \_\_\_\_\_ Class of License: \_\_\_\_\_

License suspended/revoked in last 3 years?  Yes  No \_\_\_\_\_

If yes, give details: \_\_\_\_\_

## PROFESSIONAL / TRADE / CIVIC ACTIVITIES

List activities and offices held (exclude protected-status memberships): \_\_\_\_\_

## EDUCATION

Category	List Name and Address of Schools	# Years	Diploma / Degree / Certificate	Subjects Studied
High School or GED				
College or University				
Vocational or Technical				

## SKILLS AND EQUIPMENT

What skills or additional training do you have that are related to this role? \_\_\_\_\_

What machines or equipment can you operate? \_\_\_\_\_

## CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is true and complete.

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