

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #
_____ City State ZIP Code

Phone: () E-mail Address:

Date Available: Desired Salary: \$

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 yes, when?
Have you ever been convicted of a felony? YES NO

If yes, explain:

Job Applying For:

Education

High School: Address: Did you graduate? YES NO Degree:
College: Address: Did you graduate? YES NO Degree:
Other: Address: 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: _____

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

Branch: _____ From: _____ To: _____
 Rank at Discharge: _____ Type of Discharge: _____
 If other than honorable, explain: _____

Disclaimer and Signature

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed; falsified statements on this application shall be grounds for dismissal.
 I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my pervious employment and pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.
 I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.
 This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws."

Signature: _____ Date: _____

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Applicant Self Identification Information
For Record Keeping Purposes Only

ASI / BACC, JV

We ask each applicant to voluntarily provide the information requested below. The information will be used for record keeping purposes, to maintain our Affirmative Action Compliance Program, and required reporting purposes only. This form will be separated from the application form and will not be used in the employment decision. This information will be kept separate from your human resource file. An employment representative will gladly answer any questions you may have. Thank you for your cooperation.

Applicant (Print)	Today's Date
Position Applied For	Referred By

<input type="checkbox"/> Male <input type="checkbox"/> Female	Applicant's Signature
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Please Check One Box To Indicate Your Racial Ethnic Background

- | | |
|---|---|
| <p>1. <input type="checkbox"/> White (Not Hispanic or Latino)
A person with origins in any of the original peoples of Europe, North Africa, or the Middle East.</p> <p>2. <input type="checkbox"/> Black or African American (Not Hispanic or Latino)
A person with origins in any of the Black Racial Groups of Africa.</p> <p>3. <input type="checkbox"/> Asian (Not Hispanic or Latino)
A person with origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example; Cambodia, China, India, Japan, Malaysia, Korea, Pakistan, Philippine Islands, Thailand and Vietnam.</p> | <p>4. <input type="checkbox"/> American Indian or Alaskan Native (Not Hispanic or Latino)
A person of origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.</p> <p>5. <input type="checkbox"/> Native Hawaiian or other Pacific Islander (Not Hispanic or Latino)
A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islanders</p> <p>6. <input type="checkbox"/> Hispanic or Latino
A person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish Culture or origin regardless of race.</p> <p>7. <input type="checkbox"/> Two or More Races (Not Hispanic or Latino)
All persons who identify with more than one of the above five races.</p> |
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This portion is Not An Employment Application