



APPLICATION FOR EMPLOYMENT

Qualified applicants are considered for all positions without regard to race, color, religion, gender, sex, national origin, age, sexual preference, marital or veteran status, or the presence of a medical condition or handicap or any other protected class.

PERSONAL INFORMATION:

Today's Date: _____

Last Name: _____ First Name: _____ Middle Initial: _____

List any other name(s) that you have used for reference purposes: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Permanent Address (if different than above): _____

City: _____ State: _____ Zip: _____

Do you have a resume? Yes or No (please attach if so) Social Security Number: _____

Primary (day) Phone Number: _____ Secondary Phone Number: _____

Email Address: _____

Are you authorized to work in the U.S? ____ Yes ____ No. Are you at least 18 years of age: ____ Yes ____ No

Do you speak or read more than one language? ____ Which language(s): _____

My driver's license is: Valid Not Valid N/A Driver's License Number: _____ State: _____

EMPLOYMENT DESIRED:

Position(s) Desired: _____ Wage/Salary Desired: _____

When are you available? _____ Are you currently employed? _____

If so, may we contact your present employer? _____ Name/Phone Number _____

If you have applied to this company before, Please indicate where and when. _____

Have you **ever** been convicted of a felony or a misdemeanor? If yes, please explain and/or list all charges and dates of convictions (criminal convictions are not an automatic ban from employment).

Do you seek full or part-time employment? _____ Number of hours preferred? _____

Are there any days/times you cannot work? Which? _____ Can you work overtime if required? _____

List all special skills, certifications, experience or qualifications related to the position. Please list all that apply (i.e. typing speed, computer literacy, First Aid, equipment, tools, framing, concrete, etc): _____



Equal Opportunity & Affirmative Action Survey

Equal employment and affirmative action regulations require us to gather statistical information on persons applying for employment. Please complete the survey below to assist us in complying with these regulations. In no way will your responses be used to determine your eligibility for the position for which you are applying. This information is voluntary and confidential and will be used for statistical purposes only and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

Personal Information:

Name: _____ Date: _____

Position Applying for: _____

Gender: Male Female

Race/Ethnicity:

Please choose one which best identifies you (you can choose up to two races if needed):

- Black or African American
- Hispanic or Latino
- Asian
- American Indian or Alaskan Native
- Native Hawaiian or Pacific Islander
- White or Caucasian
- Other Race not listed (*Please Specify*) : _____
- Decline to State

“WE ARE AN EQUAL OPPORTUNITY EMPLOYER”