

# APPLICATION FOR EMPLOYMENT



## PERSONAL INFORMATION:

NAME (LAST, FIRST, MIDDLE):		DATE:
PRESENT ADDRESS (STREET, CITY, STATE, ZIP):		
PERMANENT ADDRESS (STREET, CITY, STATE, ZIP):		
PHONE NUMBER:	SOC. SEC. #:	
STATE NAME AND RELATIONSHIP OF ANY RELATIVES IN OUR EMPLOY:	REFERRED BY:	

Last Name

## EMPLOYMENT DESIRED:

POSITION:	
DATE YOU CAN START:	SALARY DESIRED:
ARE YOU EMPLOYED NOW?	MAY WE CONTACT YOUR EMPLOYER?
HAVE YOU EVEN APPLIED TO THIS COMPANY BEFORE?	WHEN?
WHERE?	

First Name

Middle Name

## EDUCATION:

SCHOOL	NAME AND LOCATION	GRADUATED		MAJOR SUBJECTS	GPA
		YES	NO		
GRAMMAR SCHOOL					
HIGH SCHOOL					
COLLEGE/ UNIVERSITY					
OTHER (SPECIFY)					

## OTHER INFORMATION:

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK:
SPECIAL TRAINING:
ACTIVITIES: (CIVIC, ATHLETIC, ETC.)

EXCLUDE ORGANIZATIONS, THE NAME OR CHARACTER OF WHICH INDICTS THE RACE, CREED, SEX MARITAL STATUS, AGE, COLOR, OR NATIONAL ORIGIN OF ITS MEMBERS

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FORMER EMPLOYERS: LIST THE LAST FOUR EMPLOYERS, STARTING WITH PRESENT OR MOST RECENT.

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM:		\$		
TO:		PER:		
FROM:		\$		
TO:		PER:		
FROM:		\$		
TO:		PER:		
FROM:		\$		
TO:		PER:		

REFERENCES: GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
1.			
2.			
3.			

**YES**    **NO**    HAVE YOU EVER BEEN CONVICTED OF VIOLATING ANY LAW (OMIT MINOR TRAFFIC VIOLATIONS)? IF YES, LIST CONVICTION(S), DATE(S), AND PLACE(S)  
 CONVICTION IS NOT AN AUTOMATIC REJECTION. SPECIFICS WILL BE REVIEWED UNDER KRS335B.020.

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IN CASE OF EMERGENCY, NOTIFY: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR DISMISSAL. FURTHER, I UNDERSTAND AND AGREE THAT MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, AT THE DISCRETION OF THE EMPLOYER, BE TERMINATED T ANY TIME WITHOUT ANY PREVIOUS NOTICE.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**APPLICANT - DO NOT WRITE BELOW THIS LINE**

INTERVIEWED BY:		DATE:
REMARKS		
NEATNESS:		
ABILITY:		
HIRED:	DEPT:	POSITION:
START DATE	SALARY:	

APPROVALS:

1. EMPLOYMENT MANAGER

2. EMPLOYMENT HEAD

3. GENERAL MANAGER