

# APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration  
Without discrimination race, creed, color, sex, age  
National origin, handicap, veteran status or any  
Condition prescribed by local law

P E R S O N A L	Last Name	First	Middle	Date
	Street Address			Home Telephone ( )
	City, State, Zip			Business Telephone ( )
	Have you ever applied for employment with us? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes : Month and Year _____ Location _____			Social Security Number
	Position Desired			Pay Expected
	Apart from absence for religious observance, are you available for full-time work?			Will you work overtime if asked? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Are you legally eligible for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No    if "Not", what hours can you work? _____			When will you be available To begin work? _____
	Have you been convicted of any crimes in the past ten years, excluding misdemeanors and summary offenses, which have not been annulled, expunged or sealed by a court? <input type="checkbox"/> Yes <input type="checkbox"/> No    If "Yes", describe in full.			Have you ever been bonded <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", with what employers
Other special training or skills ( languages, machine operation, etc)				

E D U C A T I O N	School	Name and Location of School	Course of Study	No of years Completed	Did you Graduate?	Degree or Diploma
	Graduate				<input type="checkbox"/> Yes <input type="checkbox"/> No	
	College				<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Business/trade Technical				<input type="checkbox"/> Yes <input type="checkbox"/> No	
	High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Elementary				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<h1>EMPLOYMENT</h1>	Please give accurate, complete full-time and part-time employment record, starting with your present or most recent employer.
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<b>1</b>	<b>Company Name</b>	<b>Telephone</b> (    )
	<b>Address</b>	<b>Employed (State month and year)</b> <b>From</b> <b>to</b>
	<b>Name of supervisor</b>	<b>Weekly pay</b> <b>Start</b> <b>Last</b>
	<b>State Job Title and Describe your duties</b>	<b>Reason for leaving</b>

<b>2</b>	<b>Company Name</b>	<b>Telephone</b> (    )
	<b>Address</b>	<b>Employed (State month and year)</b> <b>From</b> <b>To</b>
	<b>Name of Supervisor</b>	<b>Weekly pay</b> <b>Start</b> <b>Last</b>
	<b>State Job Title and Describe your duties</b>	<b>Reason for leaving</b>

<b>3</b>	<b>Company Name</b>	<b>Telephone</b> (    )
	<b>Address</b>	<b>Employed (State month and year)</b> <b>From</b> <b>To</b>
	<b>Name of Supervisor</b>	<b>Weekly pay</b> <b>Start</b> <b>Last</b>
	<b>State Job Title and Describe your duties</b>	<b>Reason for Leaving</b>
	<b>Company Name</b>	<b>Telephone</b> (    )
	<b>Address</b>	<b>Employed (State month and year)</b> <b>From</b> <b>To</b>
	<b>Name of Supervisor</b>	<b>Weekly pay</b> <b>Start</b> <b>Last</b>
<b>State Job Title and Describe your duties</b>	<b>Reason for leaving</b>	

<b>We may contact the employers listed above unless indicate otherwise</b>	<b>DO NOT CONTACT</b>
	<b>Employer Name and Number</b> _____ <b>Reason</b> _____

<b>MILITARY</b>	<b>Did you serve in the U.S Armed Forces?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>If "Yes", in what Branch</b>
<b>Describe any training relevant to the position for which you are applying.</b>		

## FOR EMPLOYER'S USE ONLY

<b>R E F E R E N C E  C H E C K</b>	<b>Employer</b>	<b>Person Contacted</b>	<b>Results</b>
	1		
	2		
	3		
	4		

<b>T E S T  R E S U L T S</b>	<b>Tests Administered</b>	<b>Raw Score</b>	<b>Rating</b>	<b>Analysis and Comments</b>

<b>I N T E R V I E W  R E S U L T S</b>	<b>Interviewer Name and Comments</b>

**SELECTFORM, INC, Believes that the information solicited from the applicant is in full compliance with all Federal and State equal employment laws and with the fair Credit Reporting Act. We do not assume responsibility for the user's Inclusion in this "Application for Employment " of any question which may violate Federal, State or local laws and users Should consult their own counsel with respect to any questions concerning the use of this form**

**DO NOT ANSWER ANY QUESTION IN THIS SECTION UNLESS THE BOX IS CHECKED**

If the employer has checked the box next to the question, the information requested is needed for a legally permissible Reason, including without limitation, national security considerations, a legitimate occupational qualification or business necessity. The Civil rights Act of 1964 prohibits discrimination in employment because of race, color, religion, or national origin. Federal law also prohibits discrimination based on age, citizenship and disability. The laws of most States also prohibit some or all of the above types of discrimination as well as some additional types such as discrimination based upon ancestry, marital status and sexual preference.

Provide dates you attended school:	Elementary: From          To	Number of dependents, including yourself
High School From          To	College From          To:	Are you a Vietnam veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No
Other (give name and dates)		Sex <input type="checkbox"/> Male <input type="checkbox"/> female
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Engaged <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed		Date of Marriage
		Are you a U.S.Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No
What was your previous address?		How Long at present address? _____ years
Have you ever been bonded? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", with what employers?		Are you over 18 years of age?   Yes   No If not, employment is subject to verification of age.
Have you been convicted of a crime in the past ten years, excluding misdemeanors and summary offenses, Which has not been annulled, expunged or sealed by a court? <input type="checkbox"/> Yes <input type="checkbox"/> No   if "Yes", describe in full.		
State names of relatives and friends working for us, other than your spouse.		

<b>S I G N A T U R E</b>	<b>This information provided in this application for employment is true, correct and complete. If I am hired by the company any misstatement or omission of fact on this application may result in my dismissal.</b>
	<b>I understand that acceptance of an offer of employment creates no obligation upon you, the employer, to Continue to employ me in the future.</b>
_____	_____
<b>Date</b>	<b>Signature</b>