# Application for Employment

Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, ancestry, physical or mental disability, or veteran status.

Date

Last name       First name       Middle name

Street Address

City       State    ZIP

Telephone       Social Security #

Position applied for

How did you hear of this opening?

When can you start?       Desired Wage $

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? (You may be required to provide documentation.)

Type of employment desired? Full-Time  Part-Time  PRN  On-Call

Have you ever been convicted of a felony? (This will not necessarily affect your application.)

If yes, please describe conditions.

## Education

School Name and Location

High School       Did you graduate? Yes No

College       Years attended:

Degrees completed

Other Training

In addition to your work history, are there other skills, qualifications, or experience that we should consider?

**Employment History (Start with most recent employer)**

Company Name

Address       Telephone

Date Started       Starting Wage       Starting Position

Date Ended       Ending Wage       Ending Position

Name of Supervisor

May we contact?  Yes  No

Responsibilities

Reason for leaving

Company Name

Address       Telephone

Date Started       Starting Wage       Starting Position

Date Ended       Ending Wage       Ending Position

Name of Supervisor

May we contact?  Yes  No

Responsibilities

Reason for leaving

Company Name

Address       Telephone

Date Started       Starting Wage       Starting Position

Date Ended       Ending Wage       Ending Position

Name of Supervisor

May we contact?  Yes  No

Responsibilities

Reason for leaving

**Two References Requested:**

Name

Address       Telephone

May we contact?  Yes  No

Name

Address       Telephone

May we contact?  Yes  No

Attach additional information if necessary.

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. This company is hereby authorized to make any investigations of my prior educational and employment history.

I understand that employment at this company is “at will,” which means that either I or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I understand that no supervisor, manager, or executive of this company, other than the president, has any authority to alter the foregoing.

Signature (Type Full Name):       Date

FAX to (216) 896-0070 or email to passionphhc@yahoo.com