

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:	Resume Attached:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Desired Salary \$
Position Applied for:				
Can you operate a computer?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Tell us about your computer experience:				
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, Explain:

Education

High School:	Address:				
College:	Address:				
From:	To:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:
Other:	Address:				
From:	To:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:

List any licenses, certifications, or other qualifications:

References

Please list three references not related to you, whom you have known for at least one year.

Full Name:	Relationship:			
Company:	Phone:		()	
Address:				
Full Name:	Relationship:			
Company:	Phone:		()	
Address:				
Full Name:	Relationship:			
Company:	Phone:		()	
Address:				

Previous Employment (listing most recent first)

Company:				Ph one :	()
Address:				Su per vis or:	
Job Title:					
Responsibilities:					
From:		To:		Reason for Leaving:	
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>
				Full Time <input type="checkbox"/> Part Time <input type="checkbox"/>	
Company:				Ph one :	()
Address:				Su per vis or:	
Job Title:					
Responsibilities:					
From:		To:		Reason for Leaving:	
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>
				Full Time <input type="checkbox"/> Part Time <input type="checkbox"/>	
Company:				Ph one :	()
Address:				Su per vis or:	
Job Title:					
Responsibilities:					
From:		To:		Reason for Leaving:	
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>
				Full Time <input type="checkbox"/> Part Time <input type="checkbox"/>	
Company:				Ph one :	()
Address:				Su per vis or:	
Job Title:					
Responsibilities:					
From:		To:		Reason for Leaving:	
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>
				Full Time <input type="checkbox"/> Part Time <input type="checkbox"/>	
Interviewer's Remarks					
Disclaimer and Signature					
<i>I certify that my answers are true and complete. I understand that false or misleading information in my application or interview may be cause for denial of employment or dismissal in the event of employment. As an applicant for a position with The Ellsworth American I hereby authorize the release of information regarding my education and work history for use to determine my qualifications for employment.</i>					
Signature:				Date:	