

Standard Application for Employment

It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, religion, national origin, disability, or other protected classifications.

Please carefully read and answer all questions. You may not be considered for employment if you fail to completely answer all the questions on this application. Please include all information to answer all questions if not satisfied by your previously submitted resume.

Position applying for: _____ Salary desired: _____

How did you learn about us: _____

Ever applied here before? If yes, indicate date and position: _____

PERSONAL DATA

Name: _____ *Is any information relative to change in name, use of an assumed name, maiden name, or nickname necessary to check your work record or background information? If yes, please provide other names:* _____

Full Address: _____

Phone: _____ Email: _____

POSITION INFORMATION *Circle all you are willing to work.*

**Please indicate all scheduling conflicts that must be considered:*

Monday	Daytime 8am-5pm
Tuesday	Morning 8am-2pm
Wednesday	Afternoon 1pm-7pm
Thursday	Full day 8am-7pm
Friday	Evening 4pm-7pm
Saturday 8am-4pm	
Saturday 10am-3pm	Holidays
Sunday 8am-12pm	
Sunday 5pm-7pm	

Date you can start work: _____

Are you authorized to work in the U.S on an unrestricted basis? Yes/No

Are you 18 years of age or older? Yes/No

Have you ever been convicted of a felony? Yes/No

(Convictions will not necessarily disqualify an applicant for employment.) If yes, explain:

Have you been told the essential functions of the job, or have you viewed a copy of the job description listing the essential functions of the job? Yes/No

Can you perform these essential functions of the job with or without reasonable accommodation? Yes/No

QUALIFICATIONS

- Please list any education or training you feel relates to the position applied for.
- Please include any missing prior employment information from resume.
- Please include your reason for leaving, and if it is okay to contact your current/past employers.

