



APPLICATION FOR EMPLOYMENT QUESTIONNAIRE

PRE-EMPLOYMENT

EQUAL OPPORTUNITY EMPLOYER

DATE: _____

PERSONAL INFORMATION

NAME (LAST, FIRST MI)		SOCIAL SECURITY NUMBER	
ADDRESS		CITY, STATE	ZIP
DAYTIME PHONE	EVENING PHONE		DATE OF BIRTH (OPTIONAL)

EMPLOYMENT DESIRED

POSITION	DATE YOU CAN START	SALARY DESIRED
ARE YOU CURRENTLY EMPLOYED?	IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?	SUPERVISOR
CURRENT EMPLOYER		PHONE NUMBER

EDUCATION

SCHOOL	NAME & LOCATION	YEAR GRADUATED	SUBJECTS STUDIED
HIGH SCHOOL			
COLLEGE			
OTHER			

GENERAL

SUBJECTS OF SPECIAL STUDY OR TRAINING
COMPUTER EXPERIENCE

FORMER EMPLOYERS

DATE MONTH & YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				

REFERENCES

NAME	PHONE NUMBER	BUSINESS	RELATIONSHIP

AUTHORIZATION

I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE

REFERENCES AND EMPLOYERS LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, PERSONAL OR OTHERWISE, AND RELEASE THE COMPANY FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM UTILIZATION OF SUCH INFORMATION.

SIGNATURE: _____ DATE: _____

APPLICANT'S NAME: _____

INTERVIEWED BY: _____ DATE: _____

REMARKS:

NEATNESS		CHARACTER	
PERSONALITY		ABILITY	
DATE HIRED	POSITION	WILL REPORT	SALARY WAGES