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| **PERSONAL INFORMATION** | | | | | | | | | | | | | | | | | | |
| Name (Last, First, Middle Initial) | | | | | DOB: | | Driver’s License No. | | | | | | | Social Security No. | | | | |
| Present Address: | | | | | | | | | Mailing Address: | | | | | | | | | |
| Permanent Address: | | | | | Phone:      Cellular  Home | | | | | | | | | | | | | |
| Referred By: | | | | | | Marital Status:  Single  Married Divorced | | | | | | | | | | | | |
| **EMPLOYMENT DESIRED** | | | | | | | | | | | | | | | | | | |
| Position: | | | Date you can start: | | | | | | | | Last Salary: | | | | Salary Desired: | | | |
| Are you employed?  Yes  No  If yes, may we contact your present employer?  Yes  No | | | | | | | | | | Supervisor Name, Contact Number: | | | | | | | | |
| Ever applied to this company before?  Yes  No | | | | | | | | | | When? | | | | Where? | | | | |
| **EDUCATION HISTORY** | | | | | | | | | | | | | | | | | | |
|  | Name and Location of school | | | | | | | Years Attended | | | | | Did you Graduate? | | | | | Subjects Studied: |
| Grammar School |  | | | | | | |  | | | | | Yes  No | | | | |  |
| High School |  | | | | | | |  | | | | | Yes  No | | | | |  |
| College |  | | | | | | |  | | | | | Yes  No | | | | |  |
| Business or Trade School |  | | | | | | |  | | | | | Yes  No | | | | |  |
| **CERTIFICATION AND TRAINING** | | | | | | | | | | | | | | | | | | |
| Please list any certifications, training or special skills that would help you with the position you are applying for: | | | | | | | | | | | | | | | | | | |
| **PREVIOUS WORK HISTORY** (*LIST MOST CURRENT EMPLOYER FIRST*) | | | | | | | | | | | | | | | | | | |
| Employer Name, Address and Contact Number | | | | Month/Year Emp. | | | | | Salary | | | Job Title/Position | | | | Reason For leaving | | |
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| **CONVICTIONS** | | | | | | | | | | | | | | | | | | |
| Have you ever been convicted of a felony and/or misdemeanor? Yes  No (If yes, please Explain) | | | | | | | | | | | | | | | | | | |
| Are you obligated to attend scheduled court hearings and or meetings? (i.e.: AAA, Drug Court, ADAC, etc) | | | | | | | | | | | | | | | | | | |
| **REFERENCES** *(Give below the names of 3 persons not related to you whom you have known for 1 year)* | | | | | | | | | | | | | | | | | | |
| Name | | Address | | | | | | | | | Business | | | | | | Years Known | |
|  | |  | | | | | | | | |  | | | | | |  | |
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| **AUTHORIZATION** | | | | | | | | | | | | | | | | | | |
| I certify to the best of my knowledge that all information in the above application is true and complete and understand that if employed, falsified statements upon the application shall be grounds for dismissal.  Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | |