



**EMPLOYMENT APPLICATION**

**PERSONAL**

Full Name \_\_\_\_\_ Social Security Number \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Home Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Have you ever applied for employment with us? Yes \_\_\_ No \_\_\_ If yes, when? \_\_\_\_\_

Desired Position \_\_\_\_\_ Expected Hourly Pay \$ \_\_\_\_\_

Are you eligible to work in the United States? Yes \_\_\_ No \_\_\_ Are you available to work holidays? Yes \_\_\_ No \_\_\_

When will you be available to begin work? \_\_\_\_/\_\_\_\_/\_\_\_\_ (Month/Day/Year)

If you are younger than 18 years old, how old are you? \_\_\_\_\_

Have you been convicted of or pleaded no contest to a felony within the last five years? Yes\_\_\_ No \_\_\_

If yes, please explain \_\_\_\_\_

Have you been convicted of, pleaded guilty to, or pleaded no contest to, an act of dishonesty, or breach of trust or moral turpitude, such as misdemeanor petty theft, burglary, fraud, writing bad checks, and other related crimes within the last five (5) years? (Conviction of a crime, or pleading guilty to a criminal charge, will not necessarily disqualify you from the job for which you are applying. Each conviction or plea will be considered with respect to time, job relatedness, and other relevant factors.)

Yes \_\_\_ No \_\_\_ If yes, please explain \_\_\_\_\_

How did you hear of our organization? \_\_\_\_\_

Days Available - Sun \_\_\_ Mon \_\_\_ Tues \_\_\_ Wed \_\_\_ Th \_\_\_ Fri \_\_\_ Sat \_\_\_

Total Hours Available \_\_\_\_\_ Hours Available from \_\_\_\_\_ to \_\_\_\_\_

**EDUCATION**

High School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ GPA \_\_\_\_\_

College \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ GPA \_\_\_\_\_

Course of Study \_\_\_\_\_ # of Years Completed \_\_\_\_\_

Did You Graduate? Yes \_\_\_ No \_\_\_ Degree \_\_\_\_\_

**SKILLS**

Do you have other special training or skills (additional spoken or written languages, computer software knowledge, machine operation experience, etc.)?

\_\_\_\_\_  
\_\_\_\_\_

Approximately how many items have you purchased on eBay? \_\_\_\_\_ Items sold on eBay? \_\_\_\_\_ Feedback Rating? \_\_\_\_\_

How many words per minute can you type (approx.)? \_\_\_\_\_

**EMPLOYMENT EXPERIENCE**

Please give accurate and complete full-time employment record. Start with present or most recent employer.

Employed (Month/Year) From \_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_ Job Title \_\_\_\_\_

Company Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Company Phone Number \_\_\_\_\_ Name of Supervisor \_\_\_\_\_

Describe your work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

May we contact this employer? Yes \_\_\_ No\_\_\_ If not, why not? \_\_\_\_\_

Reason for leaving \_\_\_\_\_ Weekly Pay \_\_\_\_\_

Employed (Month/Year) From \_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_ Job Title \_\_\_\_\_

Company Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Company Phone Number \_\_\_\_\_ Name of Supervisor \_\_\_\_\_

Describe your work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

May we contact this employer? Yes \_\_\_ No\_\_\_ If not, why not? \_\_\_\_\_

Reason for leaving \_\_\_\_\_ Weekly Pay \_\_\_\_\_

Employed (Month/Year) From \_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_ Job Title \_\_\_\_\_

Company Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Company Phone Number \_\_\_\_\_ Name of Supervisor \_\_\_\_\_

Describe your work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

May we contact this employer? Yes \_\_\_ No\_\_\_ If not, why not? \_\_\_\_\_

Reason for leaving \_\_\_\_\_ Weekly Pay \_\_\_\_\_

