



FROM	TO	EMPLOYER	TELEPHONE
JOB TITLE	FULL ADDRESS		
SUPERVISOR NAME & TITLE	LIST BRIEFLY JOB RESPONSIBILITIES		
REASON FOR LEAVING	STARTING SALARY	ENDING SALARY	

**SKILLS AND QUALIFICATIONS**

*(Summarize special skills and qualifications acquired from employment and other experiences that may qualify for work with our company)*

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**EDUCATIONAL BACKGROUND**

NAME & LOCATION	YEARS COMPLETED	DID YOU GRADUATE?	COURSE OF STUDY
HIGH SCHOOL			
COLLEGE		DEGREE/CERTIFICATE	MAJOR
OTHER		DEGREE/CERTIFICATE	MAJOR

**STATEMENT OF RELEASE**

I give the employer the right to investigate all work history and references and to secure information about me, if job related. I hereby release from liability the employers and its representatives for seeking such information, and all persons, corporations, or organizations furnishing such information.

The employer is an Equal Opportunity Employer. The employer does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local state, or federal law.

This application is current for only 60 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application..

I understand that just as I am free to resign at any time , with or without cause, the employer reserves the right to terminate my employment at any time with or without cause and without prior notice . I understand that no representative of the employer has the authority to make assurances to the contrary.

It is understood and agreed that any misrepresentation by me in the application will be sufficient cause for cancellation of this application and/ or separation from the employer's service if I have been employed.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_