



# APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, dedicated to a non-discrimination in employment on any basis including race, color, age, sex, religion, handicap or national origin

PERSONAL INFORMATION		Date	Social Security Number	
Name				
Last		Middle	First	
Present Address				
Street		City	State	Zip
Permanent Address				
Street		City	State	zip
Phome No.				
Referred By		Are you 18 yrs of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No		

## EMPLOYMENT DESIRED

Position	Date You Can Start	Salary Desired
Are You Employed Now? <input type="checkbox"/> Yes <input type="checkbox"/> No	If So May May We Inquire of Your Present Employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Ever Applied to this Company Before? <input type="checkbox"/> Yes <input type="checkbox"/> No	Where?	When?

## EDUCATION

	Circle Last Year Completed	Did You Graduate?	Subjects Studied and Degree(s) Received
Grammar School		<input type="checkbox"/> Yes	
		<input type="checkbox"/> No	
High School		<input type="checkbox"/> Yes	
		<input type="checkbox"/> No	
College		<input type="checkbox"/> Yes	
		<input type="checkbox"/> No	
Trade, Busines, or Correspondence School		<input type="checkbox"/> Yes	
		<input type="checkbox"/> No	

## GENERAL

Subjects of Special Study or Research Work
Job Related Skills (typing, driver's license, ets.)
Activities Other Than Religious (Civic, Athletic,
Exclude Organizations, The Name Or Character Of Which Indicates The Race, Sex, Color Or National Origin Of Its Members

(Continued on Other Side)

**FORMER EMPLOYERS**

List below your last four employers, starting with the last one first

Date: Month and Year	Name and Address of Employer	Salary (upon leaving)	Position	Reason For Leaving

**REFERENCES**

List below three persons not related to you, whom you have known at least one year

Name	Address	Position	Years Acquainted
1			
2			
3			

"UNDER MARYLAND LAW AN EMPLOYER MAY NOT REQUIRE OR DEMAND ANY APPLICANT FOR EMPLOYMENT OR PROSPECTIVE EMPLOYMENT OR ANY EMPLOYEE TO SUBMIT TO OR TAKE A PLOYGRAPH, LIE DETECTOR OR SIMILAR TEST OR EXAMINATION AS A CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. ANY EMPLOYER WHO VIOLATES THIS PROVISION IS GUILTY OF A MISDEMEANOR AND SUBJECT TO A FINE NOT TO EXCEED \$100."

Date \_\_\_\_\_ Signature \_\_\_\_\_

"It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment. An employer who violates this law shall be subject to criminal penalties and civil liability."

**AUTHORIZATION**

I authorize investigation on all statements contained in this application. I understand that misrepresentation of information requested is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may regardless of the date of payment of my wages and salary, be terminated at any time without case and without any previous notice.

Date \_\_\_\_\_ Signature \_\_\_\_\_

In Case of Emergency Notify \_\_\_\_\_  
Name

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

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

**DO NOT WRITE BELOW THIS - OFFICE USE ONLY**

Interviewed By \_\_\_\_\_ Date \_\_\_\_\_

**REMARKS:** \_\_\_\_\_

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

INS Form I-9 completed? ☐ Yes ☐ No

Hired	For Dept.	Postion	Will Report	Salary Wages
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Approved: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Employment Manager	Dept. Head	General Manager
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