



# St.Cousair

## APPLICATION FOR EMPLOYMENT

Date: \_\_\_\_\_

**Directions:** Type or print in *blue or black ink*. Answer all questions which are applicable. Please do not state "See Resume". Attach a Resume preferred but not required.

### PERSONAL INFORMATION

Last Name:	First Name:	Middle:
Address:	City:	State:            Zip:
Phone Number:	E-mail:	Social Security Number:
Day of birth (DOB):	Driver License Number:	Spoken Language(s):

### EMPLOYMENT INFORMATION

Position for which you are applying: \_\_\_\_\_

Are you employed at the present time? Yes    No    If yes, please complete the information below.

**Employer's Name:** \_\_\_\_\_

**Employer's Address:** \_\_\_\_\_

- a. How long have you been with this employer? \_\_\_\_\_
- b. If offered a position, when can you report for work? \_\_\_\_\_

1. If hired can you show proof of your legal right to work in the U.S.? Yes    No
2. Have you ever been dismissed, or asked to resign from any position? Yes    No
3. Have you ever been convicted of a felony, or a misdemeanor which resulted in imprisonment? Yes    No    (A yes answer to the above question does not necessarily disqualify an applicant from employment.)

If yes to number 2 or 3, please explain:



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## EDUCATION

Please list on the following lines all schools attended and any other pertinent information about your education.

School(s)	Subjects Studied (if applicable)
High School:	
Colleges (Including dates attended):	

## LICENSES / CERTIFICATES / AWARDS

Please list on the following lines all licenses/certificates/awards that you have.

License/Certificate/Award	Authorizing Entity	Date Earned

## EMPLOYMENT EXPERIENCE (List most recent experience first)

Name & Address	Position(s) Held	Dates (Start - End)



## REFERENCES

Name	Address (Include City, State, Zip)	Phone	Relationship

**The following section is to be completed by applicant for an OFFICE POSITION:**

Can you type? Yes	No	How many words per minute?
Computer Skills: Macintosh	PC	
Please provide computer and software knowledge below:		

**I certify that all statements made herein and on the enclosed resume are true and correct to the best of my knowledge. I authorize investigation of all statements herein recorded. I release from liability all persons and organizations reporting information required by this application.**

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