

DATE:

APPLICATION FOR EMPLOYMENT
(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

PERSONAL INFORMATION

NAME _____
LAST FIRST MI SOCIAL SECURITY #

PRESENT ADDRESS _____
STREET CITY STATE ZIP

PHONE # (____) _____ ARE YOU 18 YRS. OLD OR OLDER? _____

ARE YOU EITHER A U.S. CITITZEN OR AN ALIEN AUTHORIZED TO WORK IN THE U.S.? _____

EMPLOYMENT DESIRED

POSITION _____ DATE YOU CAN START ____/____/____

SALARY DESIRED _____ ARE YOU EMPLOYED NOW? _____

IF SO MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?

HAVE YOU EVER APPLIED TO THIS COMPANY BEFORE? _____ IF SO, WHEN? _____

EDUCATION	NAME & LOCATION	NO. OF YRS.	DID YOU GRADUATE?
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GRAMMAR SCHOOL

HIGH SCHOOL

COLLEGE
TRADE/BUSINESS
SCHOOL

GENERAL
SUBJECTS OF SPECIAL STUDY OR WORK
LIST EXPERIENCE WITH ANIMAL CARE _____

SPECIAL
SKILLS _____

ACTIVITIES (CIVIC, ATHLETIC, ETC) _____

U.S. MILITARY OR NAVAL SERVICE _____ RANK _____

PRESENT MEMBERSHIP IN THE NATIONAL GUARD OR RESERVES _____

FORMER EMPLOYERS (LIST BELOW THE LAST THREE EMPLOYERS, STARTING WITH LAST
ONE FIRST)

DATE	NAME & ADDRESS	SALARY	POSITION	REASON FOR
MONTH & YR.	OF EMPLOYER			LEAVING

FROM
TO
PHONE #

FROM
TO
PHONE#

FROM
TO
PHONE#

REFERENCES: GIVE NAMES OF 3 PERSONS NOT RELATED TO YOU, WHOM YOU HAVE
KNOWN AT LEAST 1 YEAR.

NAME	ADDRESS	BUSINESS	YRS. ACQUAINTED
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1. _____

2. _____

3. _____

IN CASE OF EMERGENCY NOTIFY:

NAME	ADDRESS	PHONE #
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“I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND I UNDERSTAND IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGES THAT MAY RESULT FROM FURNISHING SAME TO YOU. I UNDERSTAND AND AGREE THAT, IF HIRED, 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 PRIOR NOTICE AND WITHOUT CAUSE.

DATE _____ SIGNATURE _____
