



## EMPLOYMENT APPLICATION

(Please print)

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Social Security No: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Position Applied For: Office Administrator Maintenance Technician

Are you a citizen of the United States?  Yes  No

If not, do you have work papers? \_\_\_\_\_

Do you voluntarily identify yourself as a veteran for reporting purposes?  Yes  No

### EDUCATION

(Name and location of school should be listed. Put "N/A" in spaces that you can't fill in.)

High School: \_\_\_\_\_

Did you graduate? \_\_\_\_\_ Degree: \_\_\_\_\_

Bus./Trade: \_\_\_\_\_

Did you graduate? \_\_\_\_\_ Degree: \_\_\_\_\_

Col./Univ.: \_\_\_\_\_

Did you graduate? \_\_\_\_\_ Degree: \_\_\_\_\_

Grad./Prof.: \_\_\_\_\_

Did you graduate? \_\_\_\_\_ Degree: \_\_\_\_\_

### PREVIOUS EMPLOYMENT (Begin with most recent position)

Most recent

Firm: \_\_\_\_\_ Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Nature of Business: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Position(s) Held: \_\_\_\_\_

Ending Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Previous Employer

Firm: \_\_\_\_\_ Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Nature of Business: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Position(s) Held: \_\_\_\_\_

Ending Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Previous Employer

Firm: \_\_\_\_\_ Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Nature of Business: \_\_\_\_\_

Dates of employment: \_\_\_\_\_ Position(s) Held: \_\_\_\_\_

Ending Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

REFERENCES

Please furnish the names and addresses of two people to whom you are not related and by whom you have not been employed.

Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Address: \_\_\_\_\_

Who referred you to us? (person or agency): \_\_\_\_\_

Summarize your special skills or qualifications:

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

I certify that my answers are true and complete to the best of my knowledge.

I authorize you to make such investigations and inquiries of my personal, employment, educational, financial, or medical history and other related matters as may be necessary for an employment decision. I hereby release employers, schools, or persons from all liability in responding to inquiries in connection with my application.

In the event I am employed, I understand that false or misleading information given in my application or interview(s) may result in discharge.

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

**For Department Use Only**

Action: \_\_\_\_\_

\_\_\_\_\_

***APPLICATION FOR EMPLOYMENT***

***ADDITIONAL QUESTIONS***

1. Why did you leave your last job? Or, why do you want to leave your current job?
2. What have you learned from your previous job experience?
3. What did you like least/most about your job?
4. Why do you feel you would be a good addition to *The Lawn Barber Corporation*?
5. Do you have now, or have you ever had back problems?
6. Do you have trouble lifting up to 50 pounds?
7. Are you fluent in both English and Spanish?
8. Are you a Registered Technician or Commercial Applicator?
9. Do you have a valid driver's license with a clean driving record?
10. Do you have reliable transportation to work?
11. Are you looking for immediate employment?
12. Would you pass a drug test if one is administered?
13. Are you over the age of 21?
14. Have you answered all questions truthfully?

Sign \_\_\_\_\_

Date \_\_\_\_\_