



# Application for Employment

Candidate's Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ SS# \_\_\_\_\_

E-Mail: \_\_\_\_\_ DOB: \_\_\_\_\_

Are you 18 years of age or older?

Yes  No

Are you either a U.S. citizen or an alien authorized to work in the U.S.?

Yes  No

Have you ever worked or attended school under another name? If so, under what name?

\_\_\_\_\_

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## Position Desired

Position: \_\_\_\_\_ Start date available: \_\_\_\_\_

Wage rate desired: \$ \_\_\_\_\_  Hourly  Monthly  Annually

Do you prefer:  Full-time  Part-time If part-time, hours per week desired: \_\_\_\_\_

Hours you are available to work: \_\_\_\_\_

Days of week you are available to work: \_\_\_\_\_

Are you able to work:  Weekends  
 Holidays  
 Nights  
(Optional)

Have you previously worked for Shelton's Pallet Co.?  Yes  No

Dates of employment with Shelton's Pallet Co. : from \_\_\_\_\_ to \_\_\_\_\_

Reason(s) for leaving: \_\_\_\_\_

Have you been convicted of a felony within the last 7 years?  Yes  No

How did you learn about this opening? \_\_\_\_\_

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## Education

|  |  |                  |
|--|--|------------------|
| High School:                                 | Graduated?<br><input type="checkbox"/> Yes <input type="checkbox"/> No | Course of Study: |
| Technical School:                            | Graduated?<br><input type="checkbox"/> Yes <input type="checkbox"/> No | Course of Study: |
| College/University:                          | Graduated?<br><input type="checkbox"/> Yes <input type="checkbox"/> No | Course of Study: |
| Post-Graduate Education:                     | Graduated?<br><input type="checkbox"/> Yes <input type="checkbox"/> No | Course of Study: |
| Other education, training or special skills: |  |                  |

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## Work Experience

|  |    |   |
|--|----|---|
| Please list all previous employment, beginning with the most recent. If you need more room, you may attach another sheet of paper. |    |   |
| Employer:  |    | Address:  |
| From   | To | Position Held:  |
|  |    | Reason for Leaving:   |
| Supervisor's Name & Title:   |    | May we contact?<br><input type="checkbox"/> Yes <input type="checkbox"/> No |
| Description of Duties:   |    |   |
| Starting Compensation:   |    | Final Compensation:   |
| Employer:  |    | Address:  |
| From   | To | Position Held:  |
|  |    | Reason for Leaving:   |
| Supervisor's Name & Title:   |    | May we contact?<br><input type="checkbox"/> Yes <input type="checkbox"/> No |

|                        |                     |
|------------------------|---------------------|
| Description of Duties: |                     |
| Starting Compensation: | Final Compensation: |

### Authorization and Acknowledgements

I affirm that the information I have provided in this application is true to the best of my knowledge, information and belief, and I have not knowingly withheld any information requested. I understand that withholding or misstating any information requested in this application is grounds for rejection of my application, and that providing false or misleading information in this application is grounds for discharge.

I authorize the company to verify my references, record of employment, education record, and any other information I have provided. Unless otherwise noted, I authorize the references I have listed to disclose any information related to my work record and my professional experiences with them, without giving me prior notice of such disclosure. In addition, I release the company, my former employers and all other persons and entities, from any and all claims, demands or liabilities arising out of or in any way related to such inquiry or disclosure.

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date

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