

## APPLICATION FOR EMPLOYMENT

### PERSONAL INFORMATION

				Date _____
Name _____				
Last	First	Middle	Maiden	
Present address _____				
Number	Street	City	State	Zip
How long _____	Emergency Contact Name: _____			
Telephone _____	Emergency Contact Telephone: _____			
e-mail _____	Relation: _____			

### EMPLOYMENT DESIRED

Position(s) applied for _____	Days/hours available to work: _____
Salary desired _____	_____
How many hours can you work weekly? _____	Can you work evenings? _____
Employment desired <input type="checkbox"/> FULL-TIME ONLY <input type="checkbox"/> PART-TIME ONLY <input type="checkbox"/> FULL- OR PART-TIME	
When are you available to start work? _____	
Are you currently authorized to work in the U.S.? Y or N	Yes      No
Are you currently a Permanent Resident (Green Card Holder) in the U. S.? Y or N	Yes      No
Will you require Employment Sponsorship now or in the future? Y or N	Yes      No

### EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Business or Trade School				
Professional or Graduate School				

# WORK EXPERIENCE

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary. Including your resume

<b>Name of Employer</b> <b>Address</b> <b>City, State, Zip</b> <b>Phone number</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Salary</b>
		<b>From</b> <b>To</b>	<b>Start</b> <b>Final</b>
	<b>Your last job title</b>		
<b>Reason for leaving (be specific)</b>			
<b>List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.</b>			

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<b>List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.</b>			

# GENERAL

Have you ever been in the armed forces?  Yes  No

Specialty \_\_\_\_\_ Date Entered \_\_\_\_\_ Discharge Date \_\_\_\_\_

If hired, can you provide proof of U.S. citizenship  Yes  No

Briefly describe your immigration status:

Have you ever been employed with this company?  Yes  No

Do you have any friends or relatives employed by this company?  Yes  No

If yes, please provide their names and relationship to you. \_\_\_\_\_

If hired, would you have a reliable means of transportation to and from work?  Yes  No

## REFERENCES

Please list below three persons not related to you who have knowledge of your work performance and/or personal qualifications within the last 5 years.

Name		Occupation
Company name	Address	
Telephone	E-mail	Years acquainted

Name		Occupation
Company name	Address	
Telephone	E-mail	Years acquainted

Name		Occupation
Company name	Address	
Telephone	E-mail	Years acquainted

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I understand that any omission or misstatement of material fact on this application or any other document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Wm. Blanchard Co. is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, or disability. We assure you that your opportunity for employment with Wm. Blanchard Co. depends solely on your qualifications.