

ELK RIDGE CITY

Application For Employment

The following information is requested in order to help make the best placement. All portions of this application pertaining to you must be fully completed. We appreciate the time you spend in filling out this application form. Elk Ridge City, in accordance with State and Federal laws, does not discriminate on the basis of age, race, religion, color, sex, national origin, marital status, physical or mental handicap or arrest record.

PLEASE PRINT OR TYPE

Name (Last)	(First)	(Middle)
Address (Street)		Telephone No. ()
(City)	(State)	(Zip) Alternate Telephone No. ()

Are you a U.S. Citizen? Yes ___ No ___ Are you legally entitled to work in the U.S.? Yes ___ No ___

Can you submit proof of legal employment authorization and identity? Yes ___ No ___

Position for which you are applying _____ Salary Expected \$ _____ Per _____

When available _____

How were you referred? _____

Have you ever applied for a job at Elk Ridge City? Yes ___ No ___ If yes, when? _____

Have you ever been previously employed by Elk Ridge City? Yes ___ No ___ If yes, when? _____

Do you have any relatives employed by Elk Ridge City? Yes ___ No ___

Can you work part-time or full-time or volunteer? _____

Are you able to meet with attendance requirements? Yes ___ No ___

Are you willing to work overtime if necessary? Yes ___ No ___

Can you travel if required by this position? Yes ___ No ___

Are you age 18 or older? Yes ___ No ___

Have you ever been convicted of a crime in the last 7 years? Yes ___ No ___

If YES, please explain below. (A conviction will **not** automatically bar employment.)

Drivers License Number (if driving is an essential job duty): _____

EMPLOYMENT RECORD

(PLEASE LIST MOST RECENT POSITION FIRST)

***We will be contacting former employers. Please be sure to provide a Supervisor name or Contact Name and a phone number.

DATES	NAME AND ADDRESS OF EMPLOYER	JOB TITLE	SALARY	EXACT REASON FOR LEAVING
From:		Supervisor:	From:	May We Contact Them?
To:			To:	
Telephone:				
From:		Supervisor:	From:	May We Contact Them?
To:			To:	
Telephone:				

(OVER)