



Programs, services, and employment are equally available to everyone.

**Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Nombre Last (ultimo) First (primero) M.I. (fecha) Complete)*

Address: \_\_\_\_\_  
*(direccion) Street Address Apartment/Unit # (direccienn)*

City (ciudad) State (estado) ZIP Code (codigo postal)

Phone: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
*(telefono) (Fecha de nacimiento)*

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_  
*(fecha disponible) (Numero de seguridad social) (salario deseado)*

Position Applied for (posicion): \_\_\_\_\_

How did you hear about us: \_\_\_\_\_

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO  
*(es usted un ciudadab no de los EE. UU.)*

Have you ever worked for this company? YES NO If yes, when? \_\_\_\_\_  
*(alguna vez ha trabajado para nosotros)*

Have you ever been convicted of a felony? YES NO  
*(Algina vez has sido condenado por un delito grave)*

If yes, explain: \_\_\_\_\_

*Answering "yes" to these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness and nature of the violation, rehabilitation, and position applied for will be considered.*

**Education**

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

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Diploma: \_\_\_\_\_

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

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

## References

Please list three professional references.

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

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

## Disclaimer and Signature

*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, and other related matters as may be necessary for an employment decision. I hereby release employers, schools, or individuals from all liability when responding to inquiries in connection with my application. In the event I am unemployed, I understand that false or misleading information given in my application or interview(s) may result in discharge.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(firma) (fecha)