



# APPLICATION FOR EMPLOYMENT

Last Name	First Name	Middle Name
Address	City	State
Phone Number	Social Security Number	
Zip Code		

Whom were you referred by? \_\_\_\_\_

What position are you applying for? \_\_\_\_\_

Date you are able to start? \_\_\_\_\_

Are you available to work? . . . . .	(Please Circle)	Part Time - Full Time
Have you ever used another name? . . . . .	Yes / No	
Are you over eighteen year of age? . . . . .	Yes / No	
If hired - can you show proof of your age? . . . . .	Yes / No	
Can you - after employment, submit verification of your legal age to work in the U.S.?	Yes / No	
Are you currently employed? . . . . .	Yes / No	
If yes, may we contact your present employer? . . . . .	Yes / No	
Have you ever been convicted of a felony? . . . . .	Yes / No	

- Conviction will not necessarily disqualify an applicant from employment. Bonding is a condition of hire.  
If yes, please explain \_\_\_\_\_

## EDUCATION

Highest Level Completed	Name and Address	Years Completed

## EMPLOYMENT EXPERIENCE

(List Employers, starting with the present or most recent)

Date (From / To)	Name and Address	Phone
Job Title	Supervisor	Reason for Leaving

Date (From / To)	Name and Address	Phone
Job Title	Supervisor	Reason for Leaving

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Notes

This Company is an Equal Opportunity Employer. This Company actively seeks and employs qualified persons in all job classifications and administers all personnel actions affecting employees or applicants without discrimination on the basis of race, color, religious creed, sex, veteran status, physical disability, or marital status.

I certify that answers given herein are true and complete to the best of my ability. I authorize investigation of all statements in this application. I understand and acknowledge that, unless otherwise defined by applicable law, any employment with Custom Service Systems is of an "at will" nature, which means that the employee may resign at any time and Custom Service Systems may discharge employee at any time with or without cause. It is understood that this "at will" relationship may not be changed for any reason unless, such change is specifically acknowledged in writing by an authorized executive of Custom Service Systems.

In the event of employment, I understand that false or misleading information given in this application may result in discharge. I also understand that I am required to abide by all rules and regulations of the employer.

DO NOT WRITE BELOW THIS LINE

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#### REFERENCE CHECK

Employer	Person Contacted	Results

#### INTERVIEW RESULTS

Interviewer Name and Comments