



EMPLOYMENT APPLICATION

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE (home): _____ PHONE (work): _____

PHONE (cell): _____ PHONE (other): _____

EMAIL: _____

SOCIAL SECURITY NUMBER: _____ - _____ - _____

ARE YOU A US CITIZEN: YES NO ARE YOU 18 OR OLDER: YES NO

REFERRED BY: _____ MAY WE CONTACT YOUR CURRENT/PAST EMPLOYER(S): YES NO

EMERGENCY CONTACT NAME: _____

EMERGENCY CONTACT PHONE: _____ RELATIONSHIP TO CONTACT: _____

SHIRT SIZE: _____

AVAILABILITY

POSITION: _____

ARE YOU CURRENTLY EMPLOYED: _____ BIRTHDATE (M/D/Y): _____

MINIMUM REQUIRED PAY RATE \$ _____ PER _____

HOURS AVAILABLE:

ARE YOU WILLING TO WORK

DAYS AVAILABLE

40 HOURS/WEEK: YES NO

MONDAY: YES NO

FRIDAY: YES NO

15-30 HOURS/WEEK: YES NO

TUESDAY: YES NO

SATURDAY: YES NO

ON CALL: YES NO

WEDNESDAY: YES NO

SUNDAY: YES NO

THURSDAY: YES NO

EDUCATION

	NAME & LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE	SUBJECTS STUDIED
HIGH SCHOOL				
COLLEGE				
TRADE SCHOOL, ETC				



WORK EXPERIENCE

JOB 1

COMPANY NAME: _____

COMPANY ADDRESS: _____

SUPERVISOR NAME: _____ PHONE: _____

JOB DESCRIPTION: _____

JOB TITLE: _____ DATES EMPLOYED: _____

AVG HOURS/WEEK WORKED: _____ NUMBER OF EMPLOYEES UNDER YOUR SUPERVISION: _____

AWARDS: _____

REASON FOR LEAVING: _____

JOB 2

COMPANY NAME: _____

COMPANY ADDRESS: _____

SUPERVISOR NAME: _____ PHONE: _____

JOB DESCRIPTION: _____

JOB TITLE: _____ DATES EMPLOYED: _____

AVG HOURS/WEEK WORKED: _____ NUMBER OF EMPLOYEES UNDER YOUR SUPERVISION: _____

AWARDS: _____

REASON FOR LEAVING: _____

DRY CLEANING EXPERIENCE

COMPANY NAME: _____

COMPANY ADDRESS: _____

SUPERVISOR NAME: _____ PHONE: _____

JOB DESCRIPTION: _____

JOB TITLE: _____ DATES EMPLOYED: _____

AVG HOURS/WEEK WORKED: _____ NUMBER OF EMPLOYEES UNDER YOUR SUPERVISION: _____

AWARDS: _____

REASON FOR LEAVING: _____



BACKGROUND INFORMATION

YOU MUST ANSWER EACH QUESTION IN THIS SECTION BEFORE WE CAN PROCESS YOUR APPLICATION.

IF YOU ANSWER YES TO ANY OF THE FOLLOWING QUESTIONS PLEASE INCLUDE AN EXPLANATION BELOW.

INCLUDE CONVICTIONS RESULTING FROM A PLEA OF *NOLO CONTENDRE (NO CONTEST)*

FOR THE FOLLOWING QUESTIONS OMIT:

1. TRAFFIC FINES OF \$100.00 OR LESS
2. ANY VIOLATION OF LAW COMMITTED BEFORE YOUR 16TH BIRTHDAY
3. ANY VIOLATION OF LAW COMMITTED BEFORE YOUR 18TH BIRTHDAY, IF FINALLY DECIDED IN JUVENILE COURT OR UNDER A YOUTH OFFENDER LAW
4. ANY CONVICTION WHOSE RECORD WAS EXPUNGED UNDER FEDERAL OR STATE LAW

WE WILL CONSIDER THE FACTS AND CIRCUMSTANCES OF EACH EVENT YOU LIST.

YES NO ARE YOU A U.S. CITIZEN?

YES NO ARE YOU LEGALLY AUTHORIZED TO WORK IN THE U.S.?

YES NO ARE YOU A REGISTERED SEX OFFENDER?

YES NO DURING THE LAST 10 YEARS, WERE YOU FIRED FROM ANY JOB FOR ANY REASON, DID YOU QUIT AFTER BEING TOLD THAT YOU WOULD BE FIRED, OR DID YOU LEAVE BY MUTUAL AGREEMENT BECAUSE OF SPECIFIC PROBLEMS?

YES NO HAVE YOU EVER BEEN CONVICTED OF, OR FORFEITED COLLATERAL FOR ANY FELONY VIOLATION? (GENERALLY, A FELONY IS DEFINED AS ANY VIOLATION OF LAW PUNISHABLE BY IMPRISONMENT OF LONGER THAN ONE YEAR, EXCEPT FOR VIOLATIONS CALLED MISDEMEANORS UNDER STATE LAW WHICH ARE PUNISHABLE BY IMPRISONMENT OF TWO YEARS OR LESS.)

YES NO HAVE YOU EVER BEEN CONVICTED OF, OR FORFEITED COLLATERAL FOR ANY FIREARMS OR EXPLOSIVES VIOLATION?

YES NO ARE YOU NOW UNDER CHARGES FOR ANY VIOLATION OF LAW?

YES NO DURING THE LAST 10 YEARS HAVE YOU FORFEITED COLLATERAL, BEEN CONVICTED, BEEN IMPRISONED, BEEN ON PROBATION, OR BEEN ON PAROLE? DO NOT INCLUDE ANY VIOLATIONS REPORTED ABOVE

YES NO HAVE YOU EVER BEEN CONVICTED BY A MILITARY COURT-MARTIAL? IF NO MILITARY SERVICE, ANSWER "NO"

PLEASE EXPLAIN ANY ANSWER YOU ANSWERED YES TO: _____



REFERENCES

FULL NAME: _____

COMPANY ADDRESS: _____

RELATIONSHIP: _____ PHONE: _____

FULL NAME: _____

COMPANY ADDRESS: _____

RELATIONSHIP: _____ PHONE: _____

FULL NAME: _____

COMPANY ADDRESS: _____

RELATIONSHIP: _____ PHONE: _____

APPLICANT AFFIRMS THAT ALL INFORMATION IS TRUE AND ACURATE AND CONSENTS TO VERIFICATION OF ALL INFORMATION INCLUDING, BUT NOT LIMITED TO, CRIMINAL BACKGROUND CHECK, MOTOR VEHICLE RECORDS, COURT FILINGS, REGISTERED SEX OFFENDER LISTS AND ANY OTHER LEGAL AND REPUTABLE SOURCE DEEMED APPROPRIATE BY THIS COMPANY.

APPLICANT SIGNATURE

DATE