CHIVES DOOR COUNTY

FOR OFFICE USE ONLY

EMP. NO. _____

W4 _____

WORKING PAPER # _____

EMPLOYMENT APPLICATION

Position Applying For: _____

NAME: _____
First Middle Last

ADDRESS: _____ CITY _____ STATE _____ ZIP _____

TELEPHONE _____ Are you 16 years of age or over? ☐ Yes ☐ No (Proof of age or a work permit may be required.)

In Case of Emergency Notify:

NAME: _____ TELEPHONE _____
First Middle Last

ADDRESS: _____ CITY _____ STATE _____ ZIP _____

AVAILABILITY:

Are you legally able to be employed in this country? ☐ Yes ☐ No (If hired, verification will be required by law)

What type of position are you seeking? ☐ Part Time ☐ Full Time ☐ Seasonal ☐ Temporary

Are you able to meet the attendance requirements of the position? ☐ Yes ☐ No

HOURS AVAILABLE

	S	M	T	W	T	F	S
From							
To							

Total hours available per week _____

Date available to start work _____

SCHOOL MOST RECENTLY ATTENDED:

NAME: _____ ADDRESS: _____

CITY: _____ STATE: _____ TELEPHONE (_____)_____

TEACHER OR COUNSELOR: _____ LAST GRADE COMPLETED: _____

GRADE AVERAGE: _____ GRADUATED? ☐ YES ☐ NO NOW ENROLLED? ☐ YES ☐ NO

Sports or activities? _____

MOST RECENT EMPLOYMENT:

Company: _____ Address: _____

Telephone: _____ Position: _____ Supervisor: _____

Dates Worked: From _____ To _____ Wage: _____ Mgmt. ref. ck. done by: _____

Reason for leaving: _____

Company: _____ Address: _____

Telephone: _____ Position: _____ Supervisor: _____

Dates Worked: From _____ To _____ Wage: _____ Mgmt. ref. ck. done by: _____

Reason for leaving: _____

Do we have your permission to contact your current employer? ☐ Yes ☐ No

If NO, please explain: _____

REFERENCES: (Please do not use family members)

Name: _____ Telephone: _____ Years Known: _____

Address: _____ City: _____ State: _____

Name: _____ Telephone: _____ Years Known: _____

Address: _____ City: _____ State: _____

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Signature: _____ Date: _____