

APPLICATION FOR EMPLOYMENT
(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

PERSONAL INFORMATION

DATE _____

NAME _____
 LAST FIRST MIDDLE

PRESENT ADDRESS _____
 STREET CITY STATE ZIP

PERMANENT ADDRESS _____
 STREET CITY STATE ZIP

PHONE NO. _____ ARE YOU 18 YEARS OR OLDER? YES NO

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED
 IN THE COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS? YES NO

EMPLOYMENT DESIRED

POSITION DATE YOU CAN START SALARY DESIRED

ARE YOU EMPLOYED NOW? IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?

EVER APPLIED TO THIS COMPANY BEFORE? WHEN?

REFERRED BY _____

EDUCATION	NAME & LOCATION OF SCHOOL	NO. OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
GRADE SCHOOL				
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDANCE SCHOOL				

GENERAL

OBJECTS OF SPECIAL STUDY OR RESEARCH WORK _____

SPECIAL SKILLS _____

ACTIVITIES: CIVIC, ATHLETIC, ETC.: _____

ACTIVE MILITARY OR CIVIL SERVICE RANK PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES

EMPLOYMENT HISTORY

(LIST LAST POSITION FIRST)

DATE MONTH / YEAR	NAME, PHONE NUMBER, & CITY OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

WHICH OF THESE JOBS DID YOU LIKE BEST? _____.

WHAT DID YOU LIKE MOST ABOUT THIS JOB? _____.

REFERENCES: GIVE THE NAMES OF THREE PEOPLE NOT RELATED TO YOU WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

	NAME	PHONE NUMBER	BUSINESS	YEARS KNOWN
1.				
2.				
3.				

IN CASE OF EMERGENCY,
NOTIFY

NAME ADDRESS PHONE NUMBER

“I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and if I am employed, my employment may be terminated at any time.

In consideration of my employment, I agree to conform to Sky Nursery’s rules and regulations, and I agree that my employment and compensation can be terminated with or without cause and with or without notice at the company’s discretion. I also understand and agree that the terms and conditions of my employment may be changed with or without cause and with or without notice at any time by the company.”

DATE SIGNATURE _____.

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY DATE _____.

REMARKS _____.

NEATNESS ABILITY _____.

HIRED: YES NO POSITION WAGE START DATE _____.