



# Employment Application

(PLEASE PRINT – ANSWER ALL QUESTIONS – DO NOT USE TERM: “REFER TO RESUME”)

EQUAL OPPORTUNITY EMPLOYER: We are an equal opportunity employer and do not discriminate on any unlawful way against race, religion, color, sex, national origin, marital status, or qualified individual with a disability (except where reasonable, bona fide occupational qualification exists). We reserve the right to revise or change job duties, responsibilities, and location as the need arises. Any employee is employed for an indefinite period. Employees are subject to termination at any time, for any reason, with or without cause and with or without notice. The employee has the right to terminate employment for any reason and at any time. If you require accommodation to complete the application, testing or interview, please request aid prior to completing the application.

Date of Application: \_\_\_\_/\_\_\_\_/\_\_\_\_

Full Name: \_\_\_\_\_ Nick Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ How long? \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Previous address: \_\_\_\_\_

Date available for work: \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_

Position(s) applied for: \_\_\_\_\_ (job descriptions for all positions are available)

Employment desired: Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Temp \_\_\_\_\_ Will you work weekends/overtime? \_\_\_\_\_

Referral: Ad \_\_\_\_\_ Friend \_\_\_\_\_ Relative \_\_\_\_\_ In Person \_\_\_\_\_ Facebook \_\_\_\_\_ Other \_\_\_\_\_

Have you ever been employed here before? \_\_\_\_\_ If yes, when? \_\_\_\_\_ Position \_\_\_\_\_

Are you legally eligible for employment in this country? \_\_\_\_\_  
(proof of legal right to work in the USA will be needed upon employment)

Have you ever been convicted of a felony or released from jail in the last seven (7) years? \_\_\_\_\_  
(If yes, please explain on a separate sheet of paper. Such a conviction may be relevant if job related but may not bar you from employment)

## EDUCATION: Name / city & state course of study completion date degree

High School \_\_\_\_\_

College \_\_\_\_\_

College 2 \_\_\_\_\_

Tech school \_\_\_\_\_

Other \_\_\_\_\_

## EMPLOYMENT HISTORY: (Please list most recent employer first)

Employer \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Worked from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ Hours per week: \_\_\_\_\_ Wages \_\_\_\_\_

Supervisor’s name, title, phone \_\_\_\_\_

Describe your position and duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ May we contact this reference? \_\_\_\_\_



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**Employer** \_\_\_\_\_ **Phone** \_\_\_\_\_  
Address \_\_\_\_\_  
Worked from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ Hours per week: \_\_\_\_\_ Wages \_\_\_\_\_  
Supervisor’s name & title \_\_\_\_\_  
Describe your position and duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ May we contact this reference? \_\_\_\_\_

**Employer** \_\_\_\_\_ **Phone** \_\_\_\_\_  
Address \_\_\_\_\_  
Worked from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ Hours per week: \_\_\_\_\_ Wages \_\_\_\_\_  
Supervisor’s name & title \_\_\_\_\_  
Describe your position and duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ May we contact this reference? \_\_\_\_\_  
(Please include an explanation of any gaps in employment dates on a separate sheet of paper)

**MUSIC BACKGROUND:** (instruments played, group affiliations, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OTHER SKILLS AND QUALIFICATIONS:** (Summarize special skills and training that may qualify you for work with our organization)

\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES:** (Name, title address & phone of two people you have known for 3+ years, familiar with your performance)

\_\_\_\_\_  
\_\_\_\_\_

It is understood and agreed that any misrepresentation by me in this application will be enough cause for cancellation of this application or separation from employment if I have been employed. Furthermore, I understand that I am free to resign at any time. The employer reserves the right to terminate my employment at any time, with or without prior notice. I understand that no representative of the organization has the authority to make any assurances to the contrary.

I give the employer the right to investigate all references, driving record, including a background investigation or a credit check, and to secure additional information about me if job related. I understand that I may receive, upon written request, all additional information sought. I hereby release from liability the employer and its representatives for seeking such information, and all other persons, corporations or organizations for furnishing such information. This application is current for ninety (90) days. After this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to fill out a new application.

**Applicant’s Signature:** \_\_\_\_\_ **Date:** \_\_\_/\_\_\_/\_\_\_