

# Employment Application

Please attach your resume and personal references.

## Applicant Information

Full Name \_\_\_\_\_

Full Address \_\_\_\_\_  
\_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_ Date Available \_\_\_\_\_

Desired Salary/Hrly Rate \_\_\_\_\_ Position Applying For \_\_\_\_\_

Are you a citizen of the United States?  Yes  No If no, are you authorized to work in the United States?  Yes  No

Have you ever worked for this company?  Yes  No If yes, when? \_\_\_\_\_

## Education

High School \_\_\_\_\_ Did you graduate  Yes  No

Years Attended \_\_\_\_\_ to \_\_\_\_\_ Diploma/Vocation \_\_\_\_\_

College \_\_\_\_\_ Did you graduate  Yes  No

Years Attended \_\_\_\_\_ to \_\_\_\_\_ Diploma \_\_\_\_\_

Other Education \_\_\_\_\_ Did you graduate  Yes  No

Years Attended \_\_\_\_\_ to \_\_\_\_\_ Diploma \_\_\_\_\_

## Employment References

Please list your most recent employments first.

Company \_\_\_\_\_ Phone \_\_\_\_\_

Full Address \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor Name \_\_\_\_\_

Salary/Hrly Rate \_\_\_\_\_ Dates Employed \_\_\_\_\_

May we contact your supervisor?  Yes  No Reason for leaving \_\_\_\_\_

Responsibilities \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Full Address \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor Name \_\_\_\_\_  
Salary/Hrly Rate \_\_\_\_\_ Dates Employed \_\_\_\_\_  
May we contact your supervisor?  Yes  No Reason for leaving \_\_\_\_\_  
Responsibilities \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_  
Full Address \_\_\_\_\_  
Job Title \_\_\_\_\_ Supervisor Name \_\_\_\_\_  
Salary/Hrly Rate \_\_\_\_\_ Dates Employed \_\_\_\_\_  
May we contact your supervisor?  Yes  No Reason for leaving \_\_\_\_\_  
Responsibilities \_\_\_\_\_

### *Employment References*

Please list two professional references (in addition to the above supervisors)

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Company \_\_\_\_\_ Phone \_\_\_\_\_  
Full Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Company \_\_\_\_\_ Phone \_\_\_\_\_

### *Military Service*

Branch \_\_\_\_\_ Years In Service \_\_\_\_\_  
Are you currently still in the service?  Yes  No If no, Rank at Discharge \_\_\_\_\_  
Type of Discharge \_\_\_\_\_ if other than honorable, please explain  
\_\_\_\_\_

### *Disclaimer and Signature*

The Laurel School does not discriminate on the basis of race, religion, cultural heritage, political beliefs, national origin, sexual orientation, disability or marital status in the administration of its educational or admissions policies, or other school administered programs.

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. If this application leads to employment, you may be asked to supply documents of reference, education or service.

Signature \_\_\_\_\_ Date \_\_\_\_\_