

Families United, Inc.
APPLICATION FOR EMPLOYMENT

THIS APPLICATION IS NOT AN EMPLOYMENT CONTRACT. This application is intended to evaluate suitability for employment. It is the policy of this company to provide equal employment to all qualified persons. Equal Opportunity Employer - Discrimination in employment because of race, religion, creed, color, national origin, ancestry, disability, age, sex, or liability for service in the Armed Forces of the United States is prohibited by company policy. In addition, company employment policy requires compliance with state and local fair employment practice laws and regulations. This company is an equal opportunity employer.

Name: _____ Date: _____
Last *First* *M.I.*

Address: _____

City *State* *Zip Code*

How long at present address? _____ Ph #: _____ Social Security #: _____

GENERAL INFORMATION

Are you 18 years of age or older? Yes No If no, state age: _____

Have you ever been employed by this company? Yes No If yes, state location and date: _____

Have you ever pled guilty to or been convicted of a felony? Yes No If yes, give date and details: _____

Are there any restrictions on days or hours you are available to work? Yes No If yes, please explain: _____

Are you seeking work: Full-time Part-time Date you can start: _____

Position sought: _____ Wage sought: _____

Clerical applicants list office machines you can operate: _____

Can you read and work from blueprints? Yes No Have you ever been bonded? Yes No

Do you have a valid driver's license? Yes No State issued: _____ Expiration date: _____

Is a car available to you for daily use? Yes No

Do you have automobile insurance? Yes No Company: _____
 Property Damage Limits _____ Public Liability Limits _____

Have you received any driving citations in the last 24 months? Yes No If yes, explain: _____

EDUCATION

Education will be considered only to the extent relevant for the position for which you are applying:

School	Name & Location	Circle Last Year Completed	Dates Attended		Major	Did you graduate?
			From	To		

Grade School		1	2	3	4	5	6	7	8				
High School		1	2	3	4								
College		1	2	3	4								
Other		1	2	3	4								

THE COMPANY IS AN AT-WILL, EQUAL EMPLOYMENT OPPORTUNITY, NON SECTARIAN EMPLOYER

EMPLOYMENT HISTORY

(Most recent experience first - Include ALL employers for the past five years. Explain any gaps in employment on reverse side)

1. Company name _____
 Address _____
 Date started _____
 Reason for leaving _____ Wage _____
2. Company name _____
 Address _____
 Date started _____
 Reason for leaving _____ Wage _____
3. Company name _____
 Address _____
 Date started _____
 Reason for leaving _____ Wage _____

(if additional space is required, use reverse side)

May we contact the employers listed above? Yes _____

PERSONAL REFERENCES

Please list three individual who are not related to you, do not live with you, and have known you for at least three years.

Name	Address	Telephone No.	Relationship	How long have you known this person?

ADDITIONAL INFORMATION

Have you worked for this agency before? If yes, give name and location at which employed: _____

Are you an U.S. citizen or an alien authorized to work in this country? Yes _____ No _____ If you are offered employment with this company, you will be required, by federal law, to furnish documents showing you are either a U.S. citizen or an authorized alien. Individuals who do not furnish these documents cannot work for the company.

In case of emergency, person to contact _____

Place of employment

Telephone No.

Relationship

I hereby authorize anyone of whom request is made to supply to the company, any information concerning my background in connection with employment consideration. I hereby release all parties, including but not limited to the company and my prior employers, from any and all liability for any damage that may result from their furnishing information concerning me.

I understand falsification, misrepresentation, incomplete information, or omission of facts called for this application will result in dismissal.

I understand and hereby acknowledge that if I am offered and accept employment with the company, my employment is considered at-will, is for no definite period of time, and may be terminated with or without cause. I further understand that this application for employment is not a contract of employment.

Date: _____