

Application for Employment

Instructions: Complete all necessary information. You may be asked to provide additional information on another form. This application will be kept on file. It is to your advantage to periodically check to keep it active and current.

NAME _____

ADDRESS _____

CITY, STATE, ZIP CODE _____

PHONE _____ SOCIAL SECURITY # _____

SPOUSE NAME _____ PHONE _____

EMERGENCY CONTACT _____ PHONE _____

INSURANCE COMPANY _____ I.D. # _____

DEPENDENTS

NAME	1. _____	2. _____
RELATIONSHIP	_____	_____
SEX – DOB	_____	_____
SOCIAL SECURITY NUMBER	_____	_____

[Click here if have additional number of dependants](#)

POSITION APPLYING FOR _____

SPECIAL TRAINING OR SKILLS APPLICABLE TO POSITION _____

WOULD YOU ACCEPT FULL TIME WORK _____ PART TIME WORK _____

DATE AVAILABLE: _____ CAN YOU WORK: WEEKENDS _____ OVERTIME _____

WHAT SHIFT ARE YOU AVAILABLE FOR? 1ST SHIFT _____ 2ND SHIFT _____ 3RD SHIFT _____

ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE U.S. (AGE, CREDENTIALS)? _____

WHAT IS YOUR PRIMARY REASON FOR SEEKING EMPLOYMENT WITH ASH-TEC? _____

EDUCATIONAL BACKGROUND

HIGH SCHOOL

Name and Location _____ Date of Graduation _____

COLLEGE

Name and Location _____ Date of Graduation _____

GRADUATE SCHOOL

Name and Location _____ Date of Graduation _____

VOCATIONAL TRAINING

Name and Location _____ Date of Graduation _____

COURSES OF STUDY _____

PREVIOUS EMPLOYMENT

List the most recent first.

1. Company Name _____ Contact Name _____

Address _____ City _____ State _____ Zip _____

Position _____ Duties _____

From _____ To _____ Hourly Rate/Salary: Starting _____ Final _____

2. Company Name _____ Contact Name _____

Address _____ City _____ State _____ Zip _____

Position _____ Duties _____

From _____ To _____ Hourly Rate/Salary: Starting _____ Final _____

3. Company Name _____ Contact Name _____

Address _____ City _____ State _____ Zip _____

Position _____ Duties _____

From _____ To _____ Hourly Rate/Salary: Starting _____ Final _____

Why do you feel you will be an asset to this company?

Employer's Statement

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age disability, marital or veteran status, or any other legally protected status.

Applicant's Statement

I certify that answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In the event of employment, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that if I am hired, any false or misleading information given in my applications or interview(s) may result in discharge from the company. I understand, also, that I am required to abide by all rules and regulations of the employer.

I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

Typed Signature of Applicant

Date
