



Print-O-Graph of America

Application for Employment

We consider applicants for all positions without regard to race, color, religion, gender, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or any other legally protected status.

(PLEASE PRINT)

Position Applied for:	Date:
Name:	
Address:	
Telephone Number:	Social Security Number:

If employed you will be required to submit proof of your legal right to work in the United States.

If under 18 years of age, can you, after employment, submit a work permit? Yes No

Are you currently employed? Yes No

May we contact your present employer? Yes No

On what date would you be available for work? _____

Are you available to work: Full Time Part Time Overtime Weekends

Are you available to travel? Yes No

Have you ever been convicted of a felony? Yes No

If yes, please explain: _____

Conviction will not necessarily disqualify an applicant from employment.

Have you ever had any job-related training in the United States Military? Yes No

If yes, please explain: _____

References

Give name, address and telephone number of three references who are not related to you and are not previous employers that we can contact.

1. _____
2. _____
3. _____

Employment Experience

Start with your present or last job. You may exclude organizations which indicate race, color, religion, gender, national origin or other protected status. If you need additional space, please continue on a separate sheet of paper.

Dates Employed: From: _____ To: _____
Starting Salary/Hourly Rate: _____ Ending Salary/Hourly Rate: _____
Job Title: _____ Supervisor: _____
Employer: _____ Address: _____
City/State/Zip: _____ Telephone Number: _____
Work Performed: _____

Reason for Leaving: _____

Dates Employed: From: _____ To: _____
Starting Salary/Hourly Rate: _____ Ending Salary/Hourly Rate: _____
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Employer: _____ Address: _____
City/State/Zip: _____ Telephone Number: _____
Work Performed: _____

Reason for Leaving: _____

Special Skills and Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience. You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, or any other protected status.

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time or without cause. It is further understood that this "at will" employment relationship may not be changed by any verbal exchange, written document or conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false, misleading or incomplete information given in my application or interview(s) may result in discharge. I understand that I am required to abide by all rules and regulations of the employer.

Signature of Applicant _____ Date: _____