



Application for Employment

Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, sexual orientation, national origin, citizenship, ancestry, physical or mental disability or veteran status.

Name: Last _____ First _____ MI _____ Date _____

Street Address: _____ Apt: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email: _____ Social Security #: _____

Position applied for: _____

Can you perform the essential functions of this position with or without reasonable accommodation?

Explain: _____

How did you hear of this opening? _____

When can you start? _____ Desired wage: _____

Are you authorized to work in the United States on an unrestricted basis?

Yes No [You are required to provide documentation.]

Are you looking for full time employment? Yes No

If no, what hours are you available: _____

Are you willing to work swing shift? Yes No

Are you willing to work graveyard? Yes No

Have you been convicted of a felony within the last ten years?

Yes No If yes, please describe: _____

Education

High School: _____
School Name & Location Last Grade Completed Graduate/GED Passed

College: _____
School Name & Location Year Major/Degree

Other Training: _____

In addition to your work history, are there any occupational skills, qualifications, licenses or experience that we should consider? _____

What languages do you speak? _____

Employment

Military Service? Yes No

Branch of Service: _____ Last Rank: _____

Date of Entry: _____ Date of Discharge: _____

Employment History: Start with your most recent employer. Please list all employers since graduation/GED from high school. Attach additional employment history if applicable.

Company Name: _____

Street Address: _____ Phone: (____) _____

Date Started: _____ Starting Wage: \$ _____ Starting Position _____

Date ended: _____ Ending Wage: \$ _____ Ending Position: _____

Name of Supervisor: _____ May we contact? Yes No

Responsibilities: _____

Reason for leaving: _____

Company Name: _____

Street Address: _____ Phone: (____) _____

Date Started: _____ Starting Wage: \$ _____ Starting Position _____

Date ended: _____ Ending Wage: \$ _____ Ending Position: _____

Name of Supervisor: _____ May we contact? Yes No

Responsibilities: _____

Reason for leaving: _____

I certify that the facts set forth in this application for employment are true and complete. Misrepresentation or omission will result in not being considered for the position. I understand that if I am employed, false statements in this application shall be considered sufficient cause for dismissal. Hokold Development is hereby authorized to make any investigations of my prior education and employment history, including contacting former employers, references or schools. I hereby agree to make no claim against Hokold Development or any former employer for release of this information.

I understand that employment at this company is "at will" which means that either myself or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I understand that no supervisor, manager, or executive of this company, other than the president has any authority to alter the forgoing.

Signature: _____ Date: _____

Employment History

Applicant Name: _____

Company Name: _____

Street Address: _____ Phone: (____) _____

Date Started: _____ Starting Wage: \$ _____ Starting Position _____

Date ended: _____ Ending Wage: \$ _____ Ending Position: _____

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Responsibilities: _____

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