

# Wedel's Application for Employment



Date of Application \_\_\_\_\_

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

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

How long have you lived at this address? \_\_\_\_\_ Email Address \_\_\_\_\_

Prior addresses in the last five years \_\_\_\_\_

Are you either a US citizen or an alien authorized to work in the US?  Yes  No

Are you 18 years of age or older?  Yes  No

Position you are interested in \_\_\_\_\_

If full-time employment is not available would you accept part-time or temporary work?

Yes  No

Date you could start \_\_\_\_\_ Salary Desired \_\_\_\_\_ Referred by (if applicable) \_\_\_\_\_

High School (Name & address) \_\_\_\_\_

Number of years attended \_\_\_\_\_ Did you graduate?  Yes  No

College (Name & address) \_\_\_\_\_

Number of years attended \_\_\_\_\_ Did you graduate?  Yes  No

Diploma or degree awarded \_\_\_\_\_

Branch of Service \_\_\_\_\_ Last Rank Held \_\_\_\_\_

Serial Number \_\_\_\_\_ Service Dates (from/to) \_\_\_\_\_

Discharge Date \_\_\_\_\_ Service Schools \_\_\_\_\_

Are you now a reserve member?  Yes  No Rank (if applicable): \_\_\_\_\_

Branch (circle): active inactive

Will you travel?  Yes  No Have you ever been bonded?  Yes  No

If yes, when and by whom: \_\_\_\_\_

No applicant shall be required to furnish any information of his or her arrest for any misdemeanor or felony which did not result in a conviction, unless court action is pending, nor shall such applicant be required to furnish information on any complaint which was dismissed for want of prosecution or which resulted in the case being continued without a finding for a certain period of time and then dismissed, or which resulted in a finding or verdict of not guilty; and that no applicant shall be required to furnish any information concerning any convictions of a misdemeanor which occurred more than five years prior to the date of such application for employment unless the applicant was sentenced to imprisonment upon conviction of such misdemeanor, or such individual has been convicted of any offense within five years of such date.

Have you ever pleaded guilty or been convicted of any crime other than a misdemeanor or summary offense?

Yes  No If yes, please explain \_\_\_\_\_

Have you previously filed an employment application with this company?  Yes  No

If yes, what year? \_\_\_\_\_ Were you ever employed by this company previously?  Yes  No

If yes, please state when and where \_\_\_\_\_

Relatives and/or friends currently employed by this company \_\_\_\_\_

Emergency Notification (first and last name) \_\_\_\_\_

Address \_\_\_\_\_

Relationship \_\_\_\_\_ Phone Number \_\_\_\_\_

# Employment History

Please complete the following section, even if you are attaching a resume.

Current or last employer (List company name and address) \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Wage or Salary \_\_\_\_\_ Your Position \_\_\_\_\_

Major Duties \_\_\_\_\_

Dates worked \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Previous Employer (List company name and address) \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Wage or Salary \_\_\_\_\_ Your Position \_\_\_\_\_

Major Duties \_\_\_\_\_

Dates worked \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

## Additional Information and References

Please list any verified work experience performed on a volunteer basis: \_\_\_\_\_

Please list any other information that may be helpful in considering this application: \_\_\_\_\_

Briefly state why you want to work for this company: \_\_\_\_\_

Full Name \_\_\_\_\_ Occupation \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Full Name \_\_\_\_\_ Occupation \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

The information given on the application is true and correct to the best of my knowledge. I authorize this company to investigate all statements on this application. Falsification or elimination of information on this application is cause for dismissal at any time if employed.

I understand that my application for employment will be processed as quickly as possible and that public law 91-508 requires this company to inform me that a routine inquiry may be made which will provide applicable information concerning character, general reputation, personal characteristics, and mode of living. I also understand that any employee of this company, or its subsidiaries, is free to resign at any time and is subject to termination at any time (with or without notice) and that the employment relationship is not subject to the provisions of any external documents except as expressly provided by management in writing.

I hereby authorize and request any educational institution to furnish bearer with any and all information in their possession regarding me in connection with an application for employment. I am willing that a photocopy of authorization be accepted with the same authority as the original.

This company is an equal employment opportunity employer. Title VII of the Federal Civil Right Act of 1964 prohibits discrimination against any person because of race, creed, color, religion, sex, age or national origin. The Americans with Disabilities Act prohibits discrimination on the basis of disability.

Signature \_\_\_\_\_ Today's Date \_\_\_\_\_