

APPLICATION FOR EMPLOYMENT

PRE-EMPLOYMENT QUESTIONNAIRE
EQUAL OPPORTUNITY EMPLOYER

Date _____

PERSONAL INFORMATION

Name (Last name first)		Social Security No.	
Present Address	City	State	Zip Code
Permanent Address	City	State	Zip Code
Phone No.	Referred by:		

EMPLOYMENT DESIRED

Position	Date You Can Start	Salary Desired
Are You Employed? <input type="checkbox"/> Yes <input type="checkbox"/> No	If so, may we inquire of your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you ever applied here before? <input type="checkbox"/> Yes <input type="checkbox"/> No	When?	

EDUCATION

	NAME AND LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE	SUBJECTS STUDIED
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

GENERAL

Subjects of special study/research work or special training/skills	
U.S. Military or Naval Service	Rank

FORMER EMPLOYERS (List last four employers, starting with last one first)

DATE - MONTH/YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

REFERENCES (Give below the names of three persons, not related to you, whom you have known at least one year.)

NAME	ADDRESS	PHONE	YEARS KNOWN

AUTHORIZATION

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release Church of the Cross from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of Church of the Cross has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized representative of Church of the Cross.

Signature

Date

Interviewed by

Date

REMARKS (For Employer Use Only)

Neatness	Character		
Personality	Ability		
Hired	Position	Starting	Salary/Wages