



EMPLOYMENT APPLICATION

Headquarter Office:
429157 State Hwy 3., Rattan, OK 74562
Office: 580-587-2432

Please Print

Date: ____/____/____

Name:

_____ Last

_____ First

_____ Middle

Address:

_____ Street

_____ City

_____ State

_____ Zip

Home Phone Number: _____ Email: _____

Cell Phone Number: _____ Date of Birth: ____/____/____

Social Security Number: _____ Drivers License Number: _____ State: _____

Employment Desired

Position: _____ Date Available For Work: ____/____/____ Salary Desired _____

Are you currently employed? [] Yes [] No If so may we inquire of your present employment? [] Yes [] No

Are you related to anyone in our company? [] Yes [] No If yes, Please give name: _____

Have you submitted an application here before? [] Yes [] No If yes, date/year of application: _____

Have you ever been employed here before? [] Yes [] No If yes, Date: _____

Are you legally eligible for employment in this country? [] Yes [] No
(Proof of U.S. citizenship or immigration status will be required upon employment.)

Have you been convicted of a felony in the last seven years? [] Yes [] No

If yes, Explain: _____

Completion of this section is voluntary:

Home: [] Own [] Rent

Date of Birth: _____ Weight: _____ Height: _____ Age: _____ Sex: _____

Married [] Single [] Widowed [] Divorced [] Separated []

Number of Children: _____ Dependents OTHER than spouse or children: _____

Employment History

Please list your employers, starting with the most current (*Use additional sheets if necessary*).

Explain any gaps in employment in the applicant comment section.

<i>Employer</i>	<i>Telephone</i>	<i>From</i>	<i>To</i>	<i>Duties & Responsibilities</i>
<i>Address</i>				
<i>Job Title</i>		<i>Salary/Starting</i>		
<i>Immediate Supervisor Name and Title</i>				
<i>Reason for Leaving</i>		<i>Salary/Ending</i>		
<i>Employer</i>	<i>Telephone</i>	<i>From</i>	<i>To</i>	<i>Duties & Responsibilities</i>
<i>Address</i>				
<i>Job Title</i>		<i>Salary/Starting</i>		
<i>Immediate Supervisor Name and Title</i>				
<i>Reason for Leaving</i>		<i>Salary/Ending</i>		
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<i>Immediate Supervisor Name and Title</i>				
<i>Reason for Leaving</i>		<i>Salary/Ending</i>		
<i>Employer</i>	<i>Telephone</i>	<i>From</i>	<i>To</i>	<i>Duties & Responsibilities</i>
<i>Address</i>				
<i>Job Title</i>		<i>Salary/Starting</i>		
<i>Immediate Supervisor Name and Title</i>				
<i>Reason for Leaving</i>		<i>Salary/Ending</i>		

Previous Address: List all locations where you have lived in the past 7 years.

From _____ To _____
City, County, State

From _____ To _____
City, County, State

From _____ To _____
City, County, State

From _____ To _____

Applicant Comments:

Education	Name & Location of School	Years Attended	Year Graduated	Subjects Studied
Grammar School				
High School				
College or University				
Trade, Business, Or Correspondence				
Schools				

List Special Accomplishments, etc.

Exclude information which might/or would reveal sex, religion, race, national origin, age, color, disability or other protected status.

Military Experience

Have you served in any Branch of the U.S. Military? [] Yes [] No

If yes, which branch: _____ Job Title: _____

Rank Achieved: _____ Discharge Date: ____/____/____

Type of Discharge: _____

References: List below the names of three persons whom you have known for at least one year that are not related to you, or whom you have been employed by.

	Name	Address	Phone Number	Business	Years Acquainted
1.	_____	_____	(____) _____	_____	_____
2.	_____	_____	(____) _____	_____	_____
3.	_____	_____	(____) _____	_____	_____

In case of an Emergency Notify:

Name	Phone	Relation
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I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for may be cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any previous notice.

Date	Signature
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END OF APPLICATION - BELOW FOR IN ADMINISTRATIVE USE ONLY

Administrative Use Only

Comments:

Hired [] Yes [] No

If no, explain: _____

Hire Date: _____

Starting Rate of Pay: _____

Application Interviewed By: _____
Signature

Application Reviewed By: _____
Signature