



CHAR PIT: Application for Employment

Pre-Employment Questionnaire / An Equal Opportunity Employer

(applications should be complete and returned in person between the hours of 3:00PM and 4:00PM M-F)

NAME: _____ SSN: _____

Are You 18 years of age or older _____ if under 18 a work permit must be provided

MAILING ADDRESS: _____

PHYSICAL ADDRESS: _____

TELEPHONE: _____ ALT OR PGR. _____

POSITION YOU ARE APPLYING FOR: _____
DESCRIBE YOUR QUALIFICATIONS / PREVIOUS EXPERIENCE WITH THIS TYPE OF WORK?

DATE YOU CAN BEGIN WORK _____ SALARY DESIRED _____

ARE YOU CURRENTLY EMPLOYED? _____ IF YES WHERE _____

NAME OF CURRENT SUPERVISOR _____ TELEPHONE NUMBER _____

HAVE YOU EVER WORKED HERE BEFORE? _____ IF YES WHEN _____

LIST YOUR HIGHEST LEVEL OF EDUCATION COMPLETED: _____
WHERE _____

LIST ANY TRADE OR VOCATIONAL SCHOOLS _____

LIST ANY SPECIAL TRAINING OR CERTIFICATES HELD _____

LIST BELOW YOUR LAST TWO EMPLOYERS BEGIN WITH MOST RECENT

COMPANY NAME _____ SUPERVISOR _____

TELEPHONE NUMBER _____ POSITION HELD _____

START DATE _____ TERMINATION DATE _____ FINAL RATE OF PAY _____

REASON FOR LEAVING _____

DESCRIPTION OF RESPONSIBILITIES _____

COMPANY NAME _____ SUPERVISOR _____

TELEPHONE NUMBER _____ POSITION HELD _____

START DATE _____ TERMINATION DATE _____ FINAL RATE OF PAY _____

REASON FOR LEAVING _____

DESCRIPTION OF RESPONSIBILITIES _____

PERSONAL REFERENCES: NAME _____ PH _____

NAME _____ PH _____

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 the 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 the company from all liability for any damage that may result from utilization of such information. I also understand and agree that no representative of the company 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 company representative.

DATE

SIGNATURE
