



Employment Application

APPLICATION INFORMATION

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apt. /Unit #

City State Zip Code

Phone: (____) _____ Cell Phone: (____) _____

Date Available: _____ Social Security No. _____

Position Applied For: _____ Desired Salary: _____

Emergency Contact: _____

Are you currently employed? Yes ____ Part time ____ Full time ____ Preferred Shift ____

If No, are you authorized to work in the U.S.? Yes ____ No ____

Have you ever been arrested? Yes ____ No ____

If yes, please explain _____

Have you ever been convicted of a felony? Yes ____ No ____

If yes, please explain: _____



EDUCATION

High School: _____ Did you graduate? Yes _____ No _____ GED _____

College: _____ Address: _____

From _____ To _____ Did you graduate? Yes _____ No _____ Degree: _____

Other: _____ Address: _____

From _____ To _____ Did you graduate? Yes _____ No _____ Degree: _____

REFERENCES

Please lists three personal references

Full Name: _____ Relationship _____

Company: _____ Phone: (____) _____

Address: _____

Full Name: _____ Relationship _____

Company: _____ Phone: (____) _____

Address: _____

Full Name: _____ Relationship _____

Company: _____ Phone: (____) _____

Address: _____



PREVIOUS EMPLOYMENT

Company: _____ Phone: (____) _____

Address: _____

Supervisor: _____

Job Title: _____ Starting Salary: _____ Ending Salary: _____

Employed from: _____ to _____ Reason for leaving: _____

Responsibilities: _____

May we contact for a reference? Yes _____ No _____

Company: _____ Phone: (____) _____

Address: _____

Supervisor: _____

Job Title: _____ Starting Salary: _____ Ending Salary: _____

Employed from: _____ to _____ Reason for leaving: _____

Responsibilities: _____

May we contact for a reference? Yes _____ No _____

Company: _____ Phone: (____) _____

Address: _____



Supervisor: _____

Job Title: _____ Starting Salary: _____ Ending Salary: _____

Employed from: _____ to _____ Reason for leaving: _____

Responsibilities: _____

May we contact for a reference? Yes _____ No _____

MILITARY SERVICE

Branch: _____ from _____ to _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

PERSONAL INFORMATION

What five (5) words would five (5) of your friends or co-workers use to describe you?

	<i>Name/Phone #</i>	<i>Words used to describe you</i>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____



In one hundred (100) words or less, tell us why you should be considered for the job you are applying for.

What are your strengths?

What are your weaknesses?

How have you overcome your weaknesses in the past?

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to a position, I understand that false or misleading information in my application or interview may cause me to:

- (1) be eliminated from further consideration for a position or
- (2) may result in my immediate discharge from Comfort at home.

I understand that this company does not unlawfully discriminate. I am aware that Comfort at home is an equal employment opportunity company.

Signature _____ *Date:* _____