



18246 Waller Road • P.O. Box 208
 Fulton, IL 61252-0208
 "An Equal Opportunity Employer"

APPLICATION FOR EMPLOYMENT

Applicants may exclude all information indicative of age, sex race, religion, color, national origin or disability

DATE _____

PLEASE PRINT

FOR OFFICE USE ONLY

1. _____
2. _____

IDENTIFICATION

Name _____ Social Sec. No. _____ - _____ - _____

Address _____
Street City State Zip

Phone _____ Email Address _____

JOB INTEREST

Position applying for _____

Rate of pay expected \$ _____ per week. Date available for work _____

Do you wish to work _____ Full Time: _____ Part Time: _____ Temporarily?

If part time, specify hours or days _____

List any commitments you have to another employer that might affect your employment with us

EDUCATIONAL DATA

School	City & State	Dates Attended		Did You Graduate?	Major, Courses	Degree Received
		From	To			

SKILLS

List experiences, special skills, or accomplishments, etc. _____

PERSONAL INSIGHT

Current hobbies _____

Publications or patents _____

Any outside business activities? Describe _____

What positions of leadership or responsibility have you held in school, work or elsewhere?

What do you want to be doing 10 years from now? _____

What has been your most interesting work? _____

What made it interesting to you? _____

What did you dislike most about your work experience? _____

List foreign languages: read _____ spoken _____ written _____

GENERAL INFORMATION

Are you legally authorized to work in the United States? _____ Yes _____ No

Are you below the age of 18? _____ Yes _____ No

Is there any reason why you cannot perform the essential functions of the job for which you are applying with or without reasonable accommodation? _____ Yes _____ No

Please describe any accommodations required _____

Have you previously applied for employment here? _____ Yes _____ No

If yes, when? _____

Have you previously been employed by this company? _____ Yes _____ No

If yes, when? _____

MILITARY EXPERIENCE

Were you in the Armed Forces? _____ Yes _____ No If yes, what branch? _____

Dates of duty: From: _____ To: _____ Rank at Separation _____

Briefly describe your duties _____

Have you taken any training under the G.I. Bill of rights? _____ If yes, what training did you take? _____

EMPLOYMENT HISTORY

List present employer or most recent employer first.

Employer	Position
Address	Nature of Duties
City State	
Phone Supervisor	
Date employed Start End	Reason for leaving
Employer	Position
Address	Nature of Duties
City State	
Phone Supervisor	
Date employed Start End	Reason for leaving
Employer	Position
Address	Nature of Duties
City State	
Phone Supervisor	
Date employed Start End	Reason for leaving
Employer	Position
Address	Nature of Duties
City State	
Phone Supervisor	
Date employed Start End	Reason for leaving

REFERENCES (AT LEAST THREE - NOT EMPLOYERS OR RELATIVES)

Name and Address	Occupation	Phone

The facts set forth in my application for employment are true and complete. I understand that any false statements on this application shall be considered sufficient cause for withdrawing its conditional offer of employment or in dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

In making this application for employment I also understand that an investigative consumer report may be made whereby information is obtained through personal interviews with my neighbors, friends, or others with whom I am acquainted. This inquiry, if made, may include information as to my character, general reputation, personal characteristics and mode of living. I understand that I have the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of any such investigative report that is made.

Applicant's Signature _____ Date _____