



Employment Application

Applicant Information

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

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: () _____ E-mail Address: _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

| | | | | | |
|---|---------------------------------|--------------------------------|--|---------------------------------|--------------------------------|
| Are you a citizen of the United States? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Have you ever worked for this company? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If so, when? | _____ | |
| Have you ever been convicted of a felony? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | | | |

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional 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: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

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

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Employment Quiz

Name: _____

MATH – Solve the following problem (feel free to use a calculator)

1. If you were asked to load 225 boxes onto a truck, and the boxes are crated, with each crate containing nine boxes, how many crates would you need to load? _____
2. Imagine you live only one mile from work and you decide to walk. If you walk four miles per hour, how long will it take you to walk one mile? _____
3. Add 3 feet 6 inches + 8 feet 2 inches + 2 feet 5 inches. _____
4. In a grocery store, steak costs \$3.85 per pound. If you buy a three-pound steak and pay for it with a \$20 bill, how much change will you get back? _____
5. Add 8 minutes 32 seconds + 37 minutes 18 seconds + 15 seconds. _____

FILING – In the space provided, write the number of the file cabinet where the company should be filed.

Example: File Cabinet # 4 Elson Co.

File Cabinets:

- | | | | | |
|-----------|-----------|----------|----------|-----------|
| 1. Aa-Bb | 2. Bc-Cf | 3. Cg-Dz | 4. Ea-Fz | 5. Ga-Hz |
| 6. Ia-Kz | 7. La-Md | 8. Me-Mz | 9. Na-Oz | 10. Pa-Rz |
| 11. Sa-Uz | 12. Va-Zz | | | |

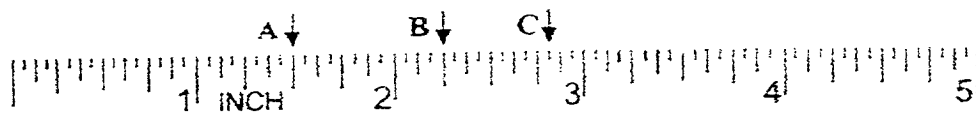
- | | |
|---------------------------------|--------------------------------|
| # _____ Simpson & Brown Company | # _____ Wintergreen & Sons |
| # _____ Norton Engineering | # _____ McIntosh Paint Company |
| # _____ Ambassador Tool Company | # _____ Quinlan Company |
| # _____ Ferrand Brothers | # _____ Kaiser Printing |
| # _____ Melon Contractors | # _____ Holly Motor Company |

COMPARISON – Put an (X) if the two lists are NOT the same.

- | | |
|---|-------------------------------|
| Example: (<input checked="" type="checkbox"/>) Rose Ann Duncan..... 46.69 | Rose Ann Dugan.....56.96 |
| 1. (<input type="checkbox"/>) Bryan R. Smathers..... 32.84 | Bryan R. Smather..... 32.84 |
| 2. (<input type="checkbox"/>) Julius A. Andersin..... 65.06 | Julius A. Andersen..... 65.06 |
| 3. (<input type="checkbox"/>) Angela L. Meagher..... 143.29 | Angela L. Maegher..... 143.29 |
| 4. (<input type="checkbox"/>) Leonard Prince..... 82.88 | Leonard Prince..... 82.88 |
| 5. (<input type="checkbox"/>) John G. Cooper..... 99.48 | John G. Cooper..... 99.48 |
| 6. (<input type="checkbox"/>) B13012 | B13012 |
| 7. (<input type="checkbox"/>) 431861273 | 431861723 |
| 8. (<input type="checkbox"/>) 28765 | 28675 |
| 9. (<input type="checkbox"/>) 7141471 | 7141471 |
| 10. (<input type="checkbox"/>) 31415297 | 31415927 |

Ruler I – Using the ruler below, answer the following:

What are the measurements (in inches) of: A? _____ B? _____ C? _____



Ruler II – Draw arrows to the following measurements.

- A. 2-7/8 inches B. 4-1/4 inches C. 1-9/16 inches D. 3-1/2 inches

