| NOTE WORTHY EXPERIENCES OF MASSECHUSSETS LOGO 1 BURGANDY.png |  |
| --- | --- |

# **Employment Application**

## **Applicant Information**

| Full Name: |  |  |  | Date: |  |
| --- | --- | --- | --- | --- | --- |
|  | *Last* | *First* | *M.I.* |  |  |

| Address: |  |  |
| --- | --- | --- |
|  | *Street Address* | *Apartment/Unit #* |

|  |  |  |  |
| --- | --- | --- | --- |
|  | *City* | *State* | *ZIP Code* |

| Phone: |  |  | **E-mail:** |
| --- | --- | --- | --- |

| Date Available: |  | Social Security No.: |  | Desired Salary: |  |
| --- | --- | --- | --- | --- | --- |

| Position Applied for: |  |
| --- | --- |

| Are you a citizen of the United States? | YES  ☐ | NO  ☐ | If no, are you authorized to work in the U.S.? | YES  ☐ | NO  ☐ |
| --- | --- | --- | --- | --- | --- |

| Have you ever worked for this company? | YES  ☐ | NO  ☐ | If yes, when? |  |
| --- | --- | --- | --- | --- |

| Have you ever been convicted of a felony? | YES  ☐ | NO  ☐ |
| --- | --- | --- |

| If yes, explain: |  |
| --- | --- |

## **Education**

| High School: |  | Address: |  |
| --- | --- | --- | --- |

| From: |  | To: |  | Did you graduate? | YES  ☐ | NO  ☐ | Diploma: |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |

| College: |  | Address: |  |
| --- | --- | --- | --- |

| From: |  | To: |  | Did you graduate? | YES  ☐ | NO  ☐ | Degree: |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |

| College: |  | Address: |  |
| --- | --- | --- | --- |

| From: |  | To: |  | Did you graduate? | YES  ☐ | NO  ☐ | Degree: | **N/A** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |

## **References**

*Please list three professional references.*

| Full Name: |  | | Relationship: | **r** |
| --- | --- | --- | --- | --- |
| Company: |  | | Phone: |  |
| Address: |  | | | |
| Email: |  | |  |  |
| Full Name: |  | | Relationship: |  |
| Company: |  | | Phone: |  |
| Address: | |  | | |
| Email: |  | |  |  |
| Full Name: |  | | Relationship: |  |
| Company: |  | | Phone: |  |
| Address: | |  | | |
| Email: |  | |  |  |

## **Previous Employment**

| Company: |  | Phone: |  |
| --- | --- | --- | --- |
| Address: |  | Supervisor: |  |

| Job Title: |  |  |
| --- | --- | --- |

| Responsibilities: |  |
| --- | --- |

| From: |  | To: |  | Reason for Leaving: |  |
| --- | --- | --- | --- | --- | --- |

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

| Company: |  | Phone: |  |
| --- | --- | --- | --- |
| Address: |  | Supervisor: |  |

| Job Title: |  |  |
| --- | --- | --- |

| Responsibilities: |  |
| --- | --- |

| From: |  | To: |  | Reason for Leaving: |  |
| --- | --- | --- | --- | --- | --- |

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

| Company: |  | Phone: |  |
| --- | --- | --- | --- |
| Address: |  | Supervisor: |  |

| Job Title: |  |  |
| --- | --- | --- |

| Responsibilities: |  |
| --- | --- |

| From: |  | To: |  | Reason for Leaving: |  |
| --- | --- | --- | --- | --- | --- |

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

## **Military Service**

| Branch: | **N/A** | 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: |  |
| --- | --- | --- | --- |