



## Employment Application

Applicant Information		
FULL NAME		
ADDRESS		
CITY	STATE	ZIP CODE
PHONE NUMBER	SECONDARY PHONE NUMBER	

Employment Desired		
POSITION	DATE YOU CAN START	SALARY DESIRED
ARE YOU EMPLOYED NOW?	IF SO MAY WE CONTACT YOUR PRESENT EMPLOYER?	
HAVE YOU EVER WORKED FOR THIS COMPANY?	IF SO WHEN?	
ARE YOU LEGALLY QUALIFIED TO WORK IN THE UNITED STATES?		

Education			
	NAME & LOCATION	DID YOU GRADUATE	SUBJECTS STUDIED
HIGH SCHOOL			
COLLEGE			
TRADE, BUSINESS, OR CORRESPONDENCE SCHOOL			

Previous Employment				
DATE MONTH & YEAR	NAME & ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

**References**

*Please list three professional references.*

NAME	ADDRESS	BUSINESS	YEARS KNOWN

**General Information**

SPECIAL SKILLS	
SPECIAL TRAINING	
U.S. MILITARY OR NAVAL SERVICE	JOB RELATED MILITARY EXPERIENCE

**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.*

*I authorize investigation of all statements contained herein and the references and 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.*

*This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with the Disabilities Act (ADA) and other relevant federal and state laws.*

*CCS is an equal opportunity employer and prohibits discrimination in all aspects of employment on the basis of race, color, religion, ancestry, national origin, sex, sexual orientation, gender identity, place of birth, age, or against a qualified individual with a disability (or any other classification protected by law). "*

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Do Not Write Below this Line**

Date \_\_\_\_\_ Interviewed by \_\_\_\_\_

**Remarks**


ABILITY		
HIRED	POSITION	SALARY WAGES