

Employment Application – Please complete & return to one of our offices

APPLICANT INFORMATION					
Last Name		First		M.I.	Date
Street Address				How Long at Current Address?	
City		State		ZIP	
Phone		E-mail Address			
Date Available		Social Security No.		Desired Salary	
Employment Desired    ___ Full Time Only        ___ Part Time Only        ___ Full or Part Time					
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 been convicted of a crime?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
Available for Overtime?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Available for Occasional Work in Our Other Locations?    YES <input type="checkbox"/> NO <input type="checkbox"/>	
Do you Have a Driver's License?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Driver's License #	
What is your means of Transportation to Work?			# Accidents or Moving Violations in past 3 years		

Please list any job skills you possess that would work well for this position:

EDUCATION				
High School			Address	
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College			Address	
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other			Address	
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three non-relative professional references.</i>	
Full Name	Relationship
Company	Phone (      )
Address	
Full Name	Relationship
Company	Phone (      )
Address	
Full Name	Relationship
Company	Phone (      )
Address	

Please List any Computer Programs you are familiar with & list any training or experience you have with them(i.e. Word Processing, Spreadsheets, Accounting Software, Web Browsing.):

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 <input type="checkbox"/> NO <input type="checkbox"/>			
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 <input type="checkbox"/> NO <input type="checkbox"/>			
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 <input type="checkbox"/> NO <input type="checkbox"/>			

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

Completed applications can be delivered to one of our locations or emailed to [justin@knakmuhsagency.com](mailto:justin@knakmuhsagency.com)