



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	<input type="checkbox"/> Full Time Only	<input type="checkbox"/> Part Time Only	<input type="checkbox"/> Full or Part Time		
Are you a citizen of the United States?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	If no, are you authorized to work in the U.S.?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Have you ever been convicted of a crime?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, explain		
Available for Overtime?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	Available for Occasional Work in Our Other Locations?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Do you Have a Driver's License?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	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"/>
College		Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Other		Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

REFERENCES

Please list three non-relative professional references.

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