

**Employment Application**

**Applicant Information**

Uploaded May 8, 2018

**JACO Machine Works**

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? Have you ever worked for this company?

YES NO YES NO

If no, are you authorized to work in the U.S.? If yes, when?

YES NO

**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:

*Please list three professional references.*

**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:

Responsibilities:

From: To: Reason for Leaving:

YES NO

May we contact your previous supervisor for a reference?

Company: Phone: **( )**

Address: Supervisor:

Job Title:

Responsibilities:

From: To: Reason for Leaving:

YES NO

May we contact your previous supervisor for a reference?

Company: Phone: **( )**

Address: Supervisor:

Job Title:

Responsibilities:

From: To: Reason for Leaving:

YES NO

May we contact your previous supervisor for a reference?

**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: