



8725 Metcalf Avenue
Overland Park, KS 66212
913-222-1400

FOR OFFICE USE ONLY

Dept. _____ File Number _____ Start Date _____

Manager: Use this section only if the applicant is hired

Position Hired for: _____ Date of First Shift: _____

Rate of Pay: _____ Manager's Signature _____

Position Applied For:	Salary Desired:	Date You Can Start:
Full Name:	Soc. Sec. #: - -	
Present Address: Street	city	st zip
Permanent Address: Street	city	st zip
Phone Number: ()	Cell: ()	Other Phone: ()
Have you ever worked under another name? Yes ___ No ___ If yes, list:		
Email Address:		

Employment Desired:

- Full Time
- Part Time
- Temporary
- Permanent

I Can Work:

- Holidays
- Days
- Nights
- Overtime
- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday
- Anytime

EMPLOYMENT RECORD List your last four (4) places of employment, starting with the most recent. Failure to disclose information, could lead to your application not being considered. If omissions or falsifications are discovered subsequent to your employment, such omissions will be sufficient cause for discharge. If you were enrolled in school, please list school name and dates attended.

Company or School Name / Address	Start Date	Supervisor
	Leave Date	Phone #
Job Titles & Duties	Wage Start \$ End \$	Reason for Leaving
Were you unemployed between positions? Yes ___ No ___ How Long? Why?		
Company or School Name / Address	Start Date	Supervisor
	Leave Date	Phone #
Job Titles & Duties	Wage Start \$ End \$	Reason for Leaving
Were you unemployed between positions? Yes ___ No ___ How Long? Why?		
Company or School Name / Address	Start Date	Supervisor
	Leave Date	Phone #
Job Titles & Duties	Wage Start \$ End \$	Reason for Leaving
Were you unemployed between positions? Yes ___ No ___ How Long? Why?		
Company or School Name / Address	Start Date	Supervisor
	Leave Date	Phone #
Job Titles & Duties	Wage Start \$ End \$	Reason for Leaving
Were you unemployed between positions? Yes ___ No ___ How Long? Why?		

EDUCATIONAL RECORD

Highest Level of Education Completed: Less than 8 8-11 12 Some College College Degree

	Name / Location	Degree Received	Course Work
High School			
Trade School			
College			

Have you ever been asked to resign or been fired for cause? Yes _____ No _____

Have you ever worked for this company before? Yes _____ No _____ If yes, when? _____

Have you ever applied to this company before? Yes _____ No _____

May we contact your previous employer(s)? Yes _____ No _____

Please list any previous employer(s) you wish us not to contact _____

Are you older than 18? Yes _____ No _____ Are you 21 or older? Yes _____ No _____

Do you have a reliable means of transportation to get to and from work? Yes _____ No _____

If yes, is it? own car _____ public _____ other _____

Are you a U.S. citizen? Yes _____ No _____ If an alien, do you have a legal right to be in the U.S.? Yes _____ No _____

If an alien, do you have a legal right to accept employment in the U.S.? Yes _____ No _____

(Upon employment, verification of legal employment status will be required.)

Have you ever been denied a bond? Yes _____ No _____

Have you ever been convicted of a felony or misdemeanor other than a traffic violation? Yes _____ No _____

(Such conviction may be relevant if job related, but does not bar you from employment.)

List the name of any friend or relative working for this company and their relationship to you: _____ -

REFERENCES

Name	Title	Phone	Yrs. Known

Important—Please Read Carefully

I hereby authorize investigation of all statements contained in this application, including inquiry of any and all of my former employers or references as indicated elsewhere in the application, and hold said former employers and/or references harmless from liability arising therefrom. I affirm that all the information contained in this application is true and correct, and that any misrepresentation, falsification or omission herein shall be sufficient reason for dismissal from, or refusal for employment, If employed, I understand that the company reserves the right to modify or terminate my employment at any time, with or without cause, and without prior notice. I further understand that the duration, hours, nature, compensation and benefits of my employment may be changed or modified from time to time without limitation or condition. I understand that no representative of the company has any authority to make any assertions to the contrary. I hereby agree to abide by all policies and rules of this company which govern dress, hair, grooming and attitude.

Employee Signature: _____

Date: _____

EQUAL OPPORTUNITY EMPLOYER