GENERATIONS OF CHAPIN

APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap or veteran status.

PERSONAL

Last Name First Middle		Date
Street Address		Home Telephone ( )
City, State, Zip		Cell Telephone ( )
Have you ever applied for employment with us? ☐ Yes ☐ No If yes: Month and year Location_____		Social Security #
Position Desired		Pay Expected
Apart from absence for religious observance, are you available for full-time work? ☐ Yes ☐ No If not, what hours can you work? _____		Will you work overtime if asked? ☐ Yes ☐ No
Other special training or skills (languages, machine operation, etc.)		

EDUCATION

School	Name and Location of School	Course of Study	No. Of Years Completed	Did you Graduate ?	Degree or Diploma
Graduate				☐ Yes ☐ No	
College				☐ Yes ☐ No	
Business/Trade/Technical				☐ Yes ☐ No	
High School				☐ Yes ☐ No	
Elementary				☐ Yes ☐ No	

Membership in Professional or Civic Organizations

(Exclude those which may disclose your race, color, religion, or national origin)

EMPLOYMENT

Please give accurate, complete, full-time and part-time employment record. Start with your present or most recent employer.

1	Company Name	Telephone ( )
	Address	Employed - (State month and year) From To
	Name of Supervisor	Weekly pay Start Last
	State Job Title and Describe Your Work	Reason for leaving

2	Company Name	Telephone ( )
	Address	Employed - (State month and year) From To
	Name of Supervisor	Weekly pay Start Last
	State Job Title and Describe Your Work	Reason for leaving

3	Company Name	Telephone ( )
	Address	Employed - (State month and year) From To
	Name of Supervisor	Weekly pay Start Last
	State Job Title and Describe Your Work	Reason for leaving

SIGNATURE

The information provided in this Application for Employment is true, correct, and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

If you decide to engage an investigative background check by SLED or Police Department to report on my personal history or criminal history, I authorize you to do so.

Date _____ Signature _____