



EMPLOYMENT APPLICATION

Date

Applicant Information

Last Name	DOB:
First Name	
Middle Initial	
Email	
Cell Phone	Home Phone:
Street Address	
Apartment / Unit#	
City, State, Zip	
License#, State, Class	Vehicle? ☐ Yes ☐ No
Violations? If yes, explain:	
SSN	DESIRED SALARY:

Position applied for:

Are you citizen of the United States?	☐ Yes ☐ No	If no, are you authorized to work in the U.S.? ☐ Yes ☐ No
Have you ever worked for this company?	☐ Yes ☐ No	If yes, when?
Have you ever been convicted of a felony?	☐ Yes ☐ No	If yes, explain:
Are you able to work full-time?	☐ Yes ☐ No	If no, explain:
Are you willing to do any job assigned to you?	☐ Yes ☐ No	If no, explain:
Are you willing to work as hard as the supervisor?	☐ Yes ☐ No	If no, explain:
Will you work overtime and holidays when requested?	☐ Yes ☐ No	If no, explain:
Can you travel and be away overnight if the job requires it?	☐ Yes ☐ No	If no, explain:
Do you or have you ever used drugs?	☐ Yes ☐ No	If yes, explain:
Do you have any physical limitations that would prevent you from performing lifting, pushing and pulling heavy objects?	☐ Yes ☐ No	If yes, explain:
Do you have experience with systems furniture or other types?	☐ Yes ☐ No	If yes, explain below.
List types/brands of modular furniture you have installed in the past:		

Note any special skills or training you possess:

Previous Employment

Dates of Employment	Company
Address	Phone
Supervisor	May we contact this individual for reference? ☐ Yes ☐ No
Supervisor phone, extension, and or email:	
Position	
Responsibilities:	
Reason for leaving:	
Starting Salary	Ending Salary

Dates of Employment	Company
Address	Phone
Supervisor	May we contact this individual for reference? ☐ Yes ☐ No
Supervisor phone, extension, and or email:	
Position	
Responsibilities:	
Reason for leaving:	
Starting Salary	Ending Salary

Dates of Employment	Company
Address	Phone
Supervisor	May we contact this individual for reference? ☐ Yes ☐ No
Supervisor phone, extension, and or email:	
Position	
Responsibilities:	
Reason for leaving:	
Starting Salary	Ending Salary

Education

Please list all of your education.

Dates Attended	School/Institution	Graduated?	Address/Location	Degree
		☐ Yes ☐ No		
		☐ Yes ☐ No		
		☐ Yes ☐ No		
		☐ Yes ☐ No		

References

Please list three professional references.

Full Name	Relationship
Company	Position
Phone	Email

Full Name	Relationship
Company	Position
Phone	Email

Full Name	Relationship
Company	Position
Phone	Email

Military Service

Branch
Dates
Rank at Discharge
Type of Discharge
If other than honorable, please 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 release.

Signature	Date
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