



APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, handicap or any other legally protected status.

(PLEASE PRINT)

Date of Application _____ Position(s) Applied For _____ Hourly Wage Desired _____

Referral Source: Advertisement JAH Employee, print name _____ Walk-In

Name _____
LAST FIRST MIDDLE

Address _____
NUMBER STREET CITY STATE ZIP CODE

Email Address _____

Home Phone _____ Cell Phone _____

Have you previously filed an application with JAH? Yes No If yes, when? _____

Have you previously been employed with JAH? Yes No If yes, give dates of employment _____

Are you employed now? Yes No If yes, may we contact your present employer? Yes No

Are you legally entitled to be employed in the United States? Yes No

On what date are you available for work? _____

Are you available to work Full-Time
 Part-Time Days available: M T W Th F Sa Su
 Temporary Hours available _____

Have you ever been convicted of a felony or convicted in a military court martial? Yes No If yes, please explain in detail: _____

Have you been convicted of a misdemeanor in the past seven (7) years? Yes No If yes, please explain: _____

In the past three years, have you ever knowingly used any narcotics, amphetamines or barbiturates, other than those prescribed to you by a physician? Yes No If yes, please explain in detail: _____

Please note that a prior conviction will not automatically exclude you from consideration for employment. However, your failure to report a prior conviction will be grounds for revocation of an offer of employment or termination of employment.

List professional, trade, business, or civic activities and offices held. (You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, handicap, or other protected status).

Name _____

Please list three references (two must be work related).

Name	Organization	Telephone	Relationship

List Name, Species & Age of Pets you own _____

EMPLOYMENT HISTORY

Please provide your employment history starting with your present or most recent job. Include military service assignments and volunteer activities. If you need additional space, please continue on a separate sheet of paper. *It is a requirement that phone number contacts are listed in order to conduct the required background verifications.*

1	Dates Employed		Work Performed
Employer	From	To	
Address			
Telephone	Hourly Rate/Salary		
Job Title	Starting	Final	
Supervisor			May we contact this employer? Y N
Reason for Leaving			
2	Dates Employed		Work Performed
Employer	From	To	
Address			
Telephone	Hourly Rate/Salary		
Job Title	Starting	Final	
Supervisor			May we contact this employer? Y N
Reason for Leaving			
3	Dates Employed		Work Performed
Employer	From	To	
Address			
Telephone	Hourly Rate/Salary		
Job Title	Starting	Final	
Supervisor			May we contact this employer? Y N
Reason for Leaving			
4	Dates Employed		Work Performed
Employer	From	To	
Address			
Telephone	Hourly Rate/Salary		
Job Title	Starting	Final	
Supervisor			May we contact this employer? Y N
Reason for Leaving			

Name _____

SPECIAL SKILLS AND QUALIFICATIONS

Summarize special skills and qualifications acquired from employment or other experience. _____

EDUCATION

	School Name and Location	Years Completed	Diploma/Degree Received? (Circle response)	Course of Study	Comments
High School			Yes No GED		
College/University			Yes No		
Graduate/ Professional			Yes No		

APPLICANT'S STATEMENT

*I certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I hereby release employers, schools, and other persons from all liability in responding to inquiries connected with my application, and I specifically authorize the release of information by any such schools, businesses, individuals or entities listed by me on this form. The applicant understands that neither this document nor any offer of employment from the employer constitutes an employment contract unless a specific document to that effect is executed by the employer and employee in writing. I understand that any offer of employment is contingent **upon successful completion of a background screen and drug screen.** In the event of employment, I understand also, that I am required to abide by all rules and regulations of the employer. If employed, I understand that my employment is not guaranteed for any specific time and may be terminated at any time for any reason.*

Signature of Applicant

Date

AN EQUAL OPPORTUNITY EMPLOYER

