

Application for Employment

Contact Information

Name _____ Social Security No. _____
Last First MI

Permanent Address _____
Street City State Zip Code

Present Address _____
Street City State Zip Code

Phone No. _____ Referred by _____
Full number (including area code) Name, if referred

Employment Information

Position Applying for _____ Date you can start? ____/____/____

FullTime PartTime Other _____ Salary desired? _____

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

Ever applied to PSCI before? Yes No Where? _____ When? _____

If driving is a requirement of the job for which you are applying, do you have a valid drivers license? Yes No

Are you able, at the time of employment, to submit verification of your legal right to work in the U.S.? Yes No
(Verification and completion of Form I-9 must be submitted no later than three business days after date of hire.)

Does PSCI have a copy of your résumé? Yes No

Education Information

	Name/location of school	Circle years completed	Study focus/ diploma/degree
High school		9 10 11 12/GED	
College		1 2 3 4	
Graduate School		1 2 3 4	
Trade/business school		1 2 3 4	

Application for Employment (pg. 2)

Work Experience Information

Please complete the areas below about your last four employers, starting with your present or last place of employment. You may include any verifiable work performed on a volunteer basis, as an intern, or as military personnel.

month/year	company name, address, phone no.	salary (or hourly rate)	position/title	reason for leaving
start: end:				
start: end:				
start: end:				
start: end:				

References

Please give names and information for three work-related references we can call. Please do not list relatives. If you are an applicant with no prior working experience, you may list school, internship, or volunteer-related references.

Full name	Title	Company	Phone No.
1:			
2:			
3:			

Applicant's Statement

1: The above information is complete and true to the best of my knowledge. I understand that any misrepresentation or omission on my part of the facts in this application may result in immediate dismissal.

2: I also understand that neither this application nor any communication by a management representative is intended to create or does in fact create a contract of employment. I further understand that no contract of employment other than "at will" has been expressed or implied, and that no circumstances arising out of Employee's employment will alter Employee's "at will" employment relationship.

3: I agree to conform to the rules and regulations of the company, and I understand that the company has complete discretion to modify such rules and regulations at any time.

4: I hereby authorize you to conduct any investigation necessary concerning any part of my background related to the position I am seeking. I release all parties from any liability in connection with the provision and use of such information.

Applicant's signature: _____

Date: ___/___/___