



# Employment Application

Please complete entire application to ensure processing.

## PERSONAL INFORMATION

(Please print)

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Other names you are known by \_\_\_\_\_ Are you less than 18 years of age? Yes\_\_\_\_ No\_\_\_\_

U.S. Applicant Only:

Are you legally eligible for employment in the U.S.? Yes\_\_\_\_ No\_\_\_\_

(All new hires will be required to provide proof of eligibility to work in the U.S.)

Have you been convicted of a crime? Yes\_\_\_\_ No\_\_\_\_

If yes, list convictions.

Present Address \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip Code/Postal Code \_\_\_\_\_

Permanent Address \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip Code/Postal Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Daytime \_\_\_\_\_ Evening \_\_\_\_\_ Referred By \_\_\_\_\_

## EMPLOYMENT DESIRED

(Please keep in mind that the availability of hours may vary.)

Position \_\_\_\_\_ Location \_\_\_\_\_ Salary Desired \_\_\_\_\_ Date You Can Start \_\_\_\_\_

Specify hours available for each day of the week \_\_\_\_\_ Sunday \_\_\_\_\_ Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_ Friday \_\_\_\_\_ Saturday \_\_\_\_\_

Are you able to work overtime? \_\_\_\_\_

Have you ever worked for Roy's Squeeze Inn C. Inc.? \_\_\_\_\_ If yes, when? \_\_\_\_\_

## EDUCATION

Name and Address of School

Circle Last  
Years Completed

Did you  
Graduate?

Subjects Studied and  
Degrees Received

High School

1 2 3 4

Y N

College

1 2 3 4

Y N

Post College

1 2 3 4

Y N

Trade, Business, or  
Correspondence School

1 2 3 4

Y N

List skills relevant to the position applied for \_\_\_\_\_

Describe a specific situation where you have provided excellent customer service in your most recent position. Why was this effective? \_\_\_\_\_

Have you ever missed work and were not able to find a replacement in time? Please explain. \_\_\_\_\_

Explain a time where excellent customer service was not met and what you did to recover the customer's experience. \_\_\_\_\_

## References

Please list three professional references of whom you've known at least one year.

Name \_\_\_\_\_ Address & Phone Number \_\_\_\_\_ Business \_\_\_\_\_ Years Acquainted/ How do you know this person? \_\_\_\_\_

1

2

3

**FORMER EMPLOYERS**

List below current and last three employers starting with the most recent. Please include even if resume is attached.

Date (M/D/Y)

1

From	Current Employer (Name and Address of Employer - Type of Business)	Salary Or Hourly Starting _____ Ending _____ If hourly, average # of hours per week _____	Position	Reason For Leaving
To				

Duties Performed

Supervisor's Name

Phone Number

May We Contact?

2

From	Previous Employer (Name and Address of Employer - Type of Business)	Salary Or Hourly Starting _____ Ending _____ If hourly, average # of hours per week _____	Position	Reason For Leaving
To				

Duties Performed

Supervisor's Name

Phone Number

May We Contact?

3

From	Previous Employer (Name and Address of Employer - Type of Business)	Salary Or Hourly Starting _____ Ending _____ If hourly, average # of hours per week _____	Position	Reason For Leaving
To				

Duties Performed

Supervisor's Name

Phone Number

May We Contact?

4

From	Previous Employer (Name and Address of Employer - Type of Business)	Salary Or Hourly Starting _____ Ending _____ If hourly, average # of hours per week _____	Position	Reason For Leaving
To				

Duties Performed

Supervisor's Name

Phone Number

I hereby authorize Roy's Squeeze Inn C. Inc. to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable), and previous employers and organizations contacted by Roy's Squeeze Inn C. Inc. to provide any relevant information regarding my current and/or previous employment and I release all persons, schools, employers of any and all claims for providing such information. I understand that misrepresentation or omission of facts may result in rejection of this application, or if hired, discipline up to and including dismissal. I understand that I may be required to sign a confidentiality and/or non-compete agreement, should I become an employee of Roy's Squeeze Inn C. Inc. I understand that nothing contained in this application, or conveyed during any interview which may be granted, is intended to create an employment contract. I understand that filling out this form does not indicate there is a position open and does not obligate Roy's Squeeze Inn C. Inc. to hire me. I understand and agree that my employment is at will, which means that it is for no specified period and may be terminated by me or Roy's Squeeze Inn C. Inc. at any time without prior notice for any reason.

Date \_\_\_\_\_ Signature \_\_\_\_\_