



# EMPLOYMENT APPLICATION

Alcom is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

## APPLICANT INFORMATION

Last Name				First				M.I.		Date		
Street Address								Apartment/Unit #				
City				State				ZIP				
Phone				E-mail Address								
Date Available				Desired Salary				Position Applied for				
Are you authorized to work in the United States?	YES <input type="checkbox"/>		NO <input type="checkbox"/>		(If offered employment, you will be required to provide documentation to verify.)							
Have you ever worked for this company?	YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?							
During the last ten years, have you ever been convicted of a crime other than a minor traffic offense?*	YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, explain							

\* (A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).

## EDUCATION

High School				Address								
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree					
College				Address								
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree					
Other				Address								
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree					

## REFERENCES

*Please list three professional references.*

Full Name				Relationship							
Company				Phone							
Address											
Full Name				Relationship							
Company				Phone							
Address											
Full Name				Relationship							
Company				Phone							
Address											

**PREVIOUS EMPLOYMENT**

Company

Phone

Address

Supervisor

Job Title

Starting Salary

\$

Ending Salary

\$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES NO 

Company

Phone

Address

Supervisor

Job Title

Starting Salary

\$

Ending Salary

\$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES NO 

Company

Phone

Address

Supervisor

Job Title

Starting Salary

\$

Ending Salary

\$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES NO **MILITARY SERVICE**

Branch

From

To

Rank at Discharge

Type of Discharge

If other than honorable, explain

**DISCLAIMER AND SIGNATURE**

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Alcom to verify their accuracy and to obtain reference information on my work performance. I hereby release Alcom from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment nor anything said during the interview process shall be deemed to constitute the terms of an implied employment contract.

Signature

Date