

Centennial Junior High School

Employment Application

Please print responses in blue or black ink. Do not use pencil.

Personal Information					
Full Name:					Date:
<i>First</i>		<i>M.I.</i>			
Address:					
<i>Street Address</i>			<i>Apartment/Unit #</i>		
<i>City</i>		<i>State</i>		<i>ZIP Code</i>	
Phone:			E-mail Address:		
Date Available:		Social Security Number: XXX-XX-		Desired Pay: \$ /hour	
Position Desired (circle all that apply)					
Cashier	Stockroom	Customer Service	Custodial	Food Service	Bagger
Are you a 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 so, when?		
Have you ever been convicted of a crime? Yes No			If yes, explain:		
Education					
School:			Address:		
From: To:		Current Grade:	Long-term Education Plan: __ High School __ Military __ Junior College/Tech __ Bachelors Degree __ Graduate/ Professional School __ Other _____		
Anticipated High School Completion Date:					
References					
****Please list three references – <u>one personal, one teacher, one employer</u>****					
Ref. 1			Relationship: Personal reference		
Full Name:			Address:		
			Phone: ()		
Ref. 2			Relationship: Teacher reference		
Full Name:			School:		
			Phone: ()		
Ref. 3			Relationship: Employer/Volunteer Work		
Full Name:			Company:		
			Phone: ()		
Address:					

Work Skills

List work skills:

List computer programs in which you are proficient:

Typing Speed: wpm

Previous Employment

Company:

Phone: ()

Address:

Supervisor:

Position:

Starting Pay: \$ /hr Ending Pay: \$ /hr

Responsibilities:

Employed from: to:

Reason for Leaving:

May we contact your previous supervisor for a reference? Yes No

Company:

Phone: ()

Address:

Supervisor:

Position:

Starting Pay: \$ /hr Ending Pay: \$ /hr

Responsibilities:

Employed from: to:

Reason for Leaving:

May we contact your previous supervisor for a reference? Yes No

Availability

How many hours per week are you available for work: 1-8 8-15 16-24 25-30

Which days of the week are you available? Sunday Monday Tuesday Wednesday Thursday
Friday Saturday

Are you willing to work additional shifts on short notice? Yes No

Are you interested in working extra hours during school vacations? Yes No

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 termination of my employment.

Signature:

Date: