



## APPLICATION FOR EMPLOYMENT

Pre-Employment Questionnaire – Equal Opportunity Employer

**LOCATION:** Kansas City (Overland Park)  Omaha (Ralston)

### PERSONAL INFORMATION:

Name (Last, First Middle): \_\_\_\_\_

Address (Street, City, State, Zip): \_\_\_\_\_

Previous Address (if at current address less than 2 yrs): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Position: \_\_\_\_\_ Available Start Date: \_\_\_\_\_ Desired Hourly Wage: \_\_\_\_\_

Do you know anyone who is working here? Yes  No

If yes, name and relationship: \_\_\_\_\_

Are you a citizen of the United States? Yes  No

If no, are you authorized to work in the U.S.? Yes  No

Do you have a valid driver's license? Yes  No

Do you have reliable transportation? Yes  No

Do you have any restrictions that would cause conflict with attendance? Yes  No

If yes, please explain: \_\_\_\_\_

Have you ever been convicted of a felony? Yes  No

If yes, please explain: \_\_\_\_\_

Are you able to stand/walk long hours at a time without restrictions? Yes  No

If no, please explain: \_\_\_\_\_

### QUALIFICATIONS:

	School Name:	Degree:	Area of Study:	City/State:
High School:				
College:				
Other:				
Trade School:				

### PREVIOUS EMPLOYMENT:

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Ending Pay: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous employer? Yes  No

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Ending Pay: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous employer? Yes  No

#### **MILITARY SERVICE:**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, please explain: \_\_\_\_\_

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#### **REFERENCES:**

Please list three professional references.

Name:	Company:	Title:	Phone Number:

Please list three personal references

Name:	Relationship:	Years Known:	Phone:

#### **SCHEDULE AVAILABILITY:**

	Available to work? (yes or no)	What time can you be here?
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

#### **DISCLAIMER AND SIGNATURE:**

*I certify that my answers are true and complete to the best of my knowledge.*

*I understand that false or misleading information may result in my release.*

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