



APPLICATION FOR EMPLOYMENT

(An Equal Opportunity Employer)

| | | | | |
|--|-------|--------|--------|--|
| Name | Date | | | |
| <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%; text-align: center; font-size: small;">LAST</td> <td style="width:33%; text-align: center; font-size: small;">FIRST</td> <td style="width:33%; text-align: center; font-size: small;">MIDDLE</td> </tr> </table> | LAST | FIRST | MIDDLE | |
| LAST | FIRST | MIDDLE | | |

| | | | | |
|-----------------|------|-------|-----|--|
| Current Address | | | | |
| STREET | CITY | STATE | ZIP | |

| | | | | |
|---------------|------|-------|-----|--|
| Perm. Address | | | | |
| STREET | CITY | STATE | ZIP | |

| | |
|-------|-------|
| Phone | Email |
|-------|-------|

| | | |
|-----------|-----------------------------------|----------------|
| Soc.Sec.# | Are you: 21 years or older? (Y/N) | Over 16? (Y/N) |
|-----------|-----------------------------------|----------------|

| | | |
|-----------------------|----------|-------------|
| Are you employed now? | By whom? | Since when? |
|-----------------------|----------|-------------|

| | | |
|------------------|---------------------------------------|-------------------|
| Current position | May we contact your present employer? | Person to contact |
|------------------|---------------------------------------|-------------------|

| | |
|--|---|
| Are you prevented from lawfully becoming employed in the U.S. because of visa or immigration status (Y/N)? | Have you been convicted of any offense (other than non-moving traffic infractions) (Y/N)? |
|--|---|

Please note that we reserve the right to conduct background checks on applicants for employment.

EMPLOYMENT DESIRED

| | | | | | | | |
|-------------------------------|--------------------|-------------------|----------------|----|---|----|----|
| Position | Date You Can Start | Date You Must End | Salary Desired | | | | |
| Availability (indicate hours) | M | TU | W | TH | F | SA | SU |

| | | |
|-----------------------------|---------------------------|---------------|
| Ever applied before to HCV? | If so, for what Position? | Roughly When? |
|-----------------------------|---------------------------|---------------|

EDUCATION

| | Name & Location of School | # of Yrs. Attended | Did you Graduate? | Subjects Studied |
|--|---------------------------|--------------------|-------------------|------------------|
| Grammar School | | | | |
| High School | | | | |
| Trade, Business or Correspondence School | | | | |
| College | | | | |
| Post-Graduate | | | | |

GENERAL

Special Skills or Training

Special Study or Research

Activities (civic, athletic, etc.)

Exclude organizations, the name of which may indicate the race, creed, sex, age, marital status, color or nation of origin of its members.

LAST

FIRST

MIDDLE

EMPLOYERS

List below your previous employers, starting with the most recent.

| Date (month and year) | Name, Address & Phone of Employer | Salary | Position | Reasons for Leaving |
|--------------------------|-----------------------------------|--------|----------|---------------------|
| From | | | | |
| To | | | | |
| From | | | | |
| To | | | | |
| From | | | | |
| To | | | | |
| From | | | | |
| To | | | | |

U.S. Armed Service

Rank

Present Membership in
Nat. Guard or Reserves

Which of these jobs did you like best?

What did you like most about this job?

REFERENCESList 3 persons not related to you, whom you have known for at least one year.

| | Name, Address and Phone of Reference | Associated Business | Years Acquainted |
|---|--------------------------------------|---------------------|---------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |

EMERGENCY CONTACT

| Name | Address | Phone |
|------|---------|-------|
| | | |

I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time.

Date

Signature of Applicant

THE FOLLOWING SECTION FOR INTERVIEWER NOTES