



## APPLICATION FOR EMPLOYMENT

**At Your Service, LLC. is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, religion, sex, national origin, age, sexual orientation, marital or veteran status, disability or any other legally protected status.**

Position(s) Applied for \_\_\_\_\_

Date \_\_\_\_\_

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

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Social Security Number \_\_\_\_\_

Are you 18 years of age or older? ( ) Yes ( ) No

Are you legally eligible for employment in the United States? ( ) Yes ( ) No

(If offered employment you will be required to provide documentation to verify eligibility.)

Have you ever filed an application with us before? ( ) Yes ( ) No

If Yes, give Date and Name: \_\_\_\_\_

How did you hear about the current position you are applying for? \_\_\_\_\_

Are you currently employed? ( ) Yes ( ) No

If Yes, may we contact your current employer? ( ) Yes ( ) No

On what date would you be available to work? \_\_\_\_\_

Are you available to work: ( ) Full Time ( ) Part Time ( ) Temporary

During the last ten years, have you ever been convicted of a crime other than minor traffic offense? ( ) Yes ( ) No

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	College	Graduate
School Name and Location:	_____		
Years Completed	9, 10, 11, 12	1, 2, 3, 4	1, 2, 3, 4
Diploma/Degree	_____		

Specialized training, internship, co-op experience, extra-curricular activities, and/or honors received:  
 \_\_\_\_\_  
 \_\_\_\_\_

List professional, trade, business or civic activities and offices held. (You may choose to exclude information that would reveal sex, race, religion, national origin, age ancestry, handicap or other protected status.)  
 \_\_\_\_\_  
 \_\_\_\_\_

**REFERENCES**  
 Please provide the name, title, working relationship and phone number of three references, not related to you, whom you have known for at least one year.

Name	Title	Working Relationship	Phone #	Years Known
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

**EMPLOYMENT EXPERIENCE**

Start with your present or last job. Include ALL positions and companies where you have worked. Include any job-related military assignments and volunteer activities. You may exclude organizations that indicate race, color, religion, sex, ancestral origin, handicap or other protected status.

1. EMPLOYER \_\_\_\_\_ Employment Dates \_\_\_\_\_ TO \_\_\_\_\_  
 Address \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_ Hourly Rate/Salary \_\_\_\_\_  
 Job Duties \_\_\_\_\_

2. EMPLOYER \_\_\_\_\_ Employment Dates \_\_\_\_\_ TO \_\_\_\_\_  
 Address \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_ Hourly Rate/Salary \_\_\_\_\_  
 Job Duties \_\_\_\_\_

3. EMPLOYER \_\_\_\_\_ Employment Dates \_\_\_\_\_ TO \_\_\_\_\_  
 Address \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_ Hourly Rate/Salary \_\_\_\_\_  
 Job Duties \_\_\_\_\_

**APPLICANT'S CERTIFICATION AND AGREEMENT**

I hereby certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I hereby understand and acknowledge that unless defined by applicable law, any employment relationship with this organization is of an "at-will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. It is further understood that this "at-will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer. I understand that the taking of drug and alcohol tests, when given pursuant to company policy, are a condition of continued employment and refusal to take such test when asked will be grounds for my immediate termination. I further understand that no one in the Company is authorized to enter into any written or verbal employment contracts without the express written consent of the President of the Company.

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date