



APPLICATION FOR EMPLOYMENT

PLEASE PRINT ALL INFORMATION REQUESTED EXCEPT SIGNATURE
APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS

PERSONAL INFORMATION

Date:

Name: Last First Middle Maiden

Present address Number Street City

State Zip Apt #

How Long

Phone number

Are you over 18 years old? Yes No
If you are under the age of 18, Can you supply working papers? Yes No

Position applied for Full time Part time

Date Available Salary Desired

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.)

Do you have a Driver's License? Yes No Driver License Number
State of Issue Expiration Date

Have you ever been convicted of a felony or misdemeanor which resulted in
imprisonment within the last seven years? Yes No

If yes, please explain

(A conviction will not necessarily result in the denial of employment)

EDUCATION HISTORY

	School Name	City/State	Years completed	Diploma/ Degree	Major course(s)
High School				YES No	
Technical School				YES No	
College				YES No	
Other				YES No	

EMPLOYMENT: List last employer first, including U.S. Military service.

May we contact your present employer? __ Yes __ No

Employer Name _____ Telephone _____

Address _____

Position _____ Dates of employment: From _____ To _____
Mo/Yr Mo/Yr

Salary _____ Supervisor _____ Department _____

Reason for Leaving _____

Employer Name _____ Telephone _____

Address _____

Position _____ Dates of employment: From _____ To _____
Mo/Yr Mo/Yr

Salary _____ Supervisor _____ Department _____

Reason for Leaving _____

Employment continued.

Employer Name _____ Telephone _____

Address _____

Position _____ Dates of employment: From _____ To _____
Mo/Yr Mo/Yr

Salary _____ Supervisor _____ Department _____

Reason for Leaving _____

Employer Name _____ Telephone _____

Address _____

Position _____ Dates of employment: From _____ To _____
Mo/Yr Mo/Yr

Salary _____ Supervisor _____ Department _____

Reason for Leaving _____

Please explain any gaps in work history: _____

REFERENCES:

Professional

Personal

Name _____ Name _____

Phone (_____) _____ Phone (_____) _____

Title _____ Relationship _____

References Continued:

Professional	Personal
Name _____	Name _____
Phone (_____) _____	Phone (_____) _____
Title _____	Relationship _____

Name _____	Name _____
Phone (_____) _____	Phone (_____) _____
Title _____	Relationship _____

APPLICANT'S CERTIFICATION AND AGREEMENT

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 Top-Shelf Fixtures to verify their accuracy and to obtain reference information on my work performance. I hereby release Top-Shelf Fixtures from any/all liability of whatever kind of nature which, at any time, could result from obtaining and having an employment decision based on such employment.

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. I understand that any employment offered is for an indefinite duration and at will and that either I or the employer may terminate my employment at any time with or without notice or cause.

Signature of Applicant: _____ Date: _____