

# APPLICATION FOR EMPLOYMENT

(PRE-EMPLOYMENT QUESTIONNAIRE)

(AN EQUAL OPPORTUNITY EMPLOYER)

Date \_\_\_\_\_

Name (Last Name First) \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

What kind of work are you applying or? \_\_\_\_\_

What special qualifications do you have? \_\_\_\_\_

What office machines can you operate? \_\_\_\_\_

Are you 18 years or older? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you either a U.S. citizen or an alien authorized to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

## EDUCATION

SCHOOL	NO. OF YEARS ATTENDED	NAME OF SCHOOL	CITY	COURSE	DID YOU GRADUATE?
ELEMENTARY					
HIGH					
COLLEGE					
OTHER					

The Age Discrimination Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age.

## EXPERIENCE

NAME & ADDRESS OF COMPANY	DATE		LIST YOUR DUTIES	STARTING SALARY	FINAL SALARY	REASON FOR LEAVING
	FROM	TO				

## BUSINESS REFERENCES

NAME	ADDRESS	PHONE NUMBER	OCCUPATION