



44 CR 4980  
BLOOMFIELD, NM 87413  
505.439.4032

TODAY'S DATE \_\_\_\_\_  
**FOR OFFICE USE ONLY:**  
DATE HIRED/FIRST DAY WORKED \_\_\_\_\_  
EMPLOYEE # \_\_\_\_\_ PAY RATE \_\_\_\_\_  
POSITION ASSIGNED \_\_\_\_\_  
CIRCLE ALL ELIGIBLE ITEMS: HO IN VA

**APPLICATION FOR EMPLOYMENT**  
(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

**PERSONAL INFORMATION**

NAME \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_  
LAST FIRST MIDDLE  
MAILING ADDRESS \_\_\_\_\_ CITY STATE ZIP  
ARE YOU 18 YEARS OR OLDER? \_\_\_\_\_ HOME PHONE # \_\_\_\_\_ CELL# \_\_\_\_\_  
IN CASE OF EMERGENCY NOTIFY \_\_\_\_\_ PHONE # \_\_\_\_\_

**EMPLOYMENT DESIRED**

POSITION \_\_\_\_\_ DATE YOU CAN START \_\_\_\_\_ SALARY DESIRED \_\_\_\_\_  
ARE YOU EMPLOYED NOW? \_\_\_\_\_ IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? \_\_\_\_\_  
WHO REFERRED YOU TO THIS COMPANY? \_\_\_\_\_

**EDUCATION**

SCHOOL LEVEL	NAME & LOCATION OF SCHOOL	NO. OF YEARS ATTENDED?	DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL	_____	_____	_____	_____
HIGH SCHOOL	_____	_____	_____	_____
COLLEGE	_____	_____	_____	_____
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL	_____	_____	_____	_____

**GENERAL**

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK \_\_\_\_\_  
\_\_\_\_\_  
SPECIAL TRAINING \_\_\_\_\_  
SPECIAL SKILLS \_\_\_\_\_

**FORMER EMPLOYERS**

LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST

NAME & ADDRESS \_\_\_\_\_

START DATE \_\_\_\_\_ DATE ENDED \_\_\_\_\_

STARTING SALARY \_\_\_\_\_ ENDING SALARY \_\_\_\_\_

JOB TITLE \_\_\_\_\_ MAY WE CONTACT YOUR SUPERVISOR? \_\_\_\_\_

NAME & TITLE OF SUPERVISOR \_\_\_\_\_ PHONE NO. \_\_\_\_\_

DESCRIPTION OF WORK \_\_\_\_\_

REASON FOR LEAVING \_\_\_\_\_

NAME & ADDRESS \_\_\_\_\_

START DATE \_\_\_\_\_ DATE ENDED \_\_\_\_\_

STARTING SALARY \_\_\_\_\_ ENDING SALARY \_\_\_\_\_

JOB TITLE \_\_\_\_\_ MAY WE CONTACT YOUR SUPERVISOR? \_\_\_\_\_

NAME & TITLE OF SUPERVISOR \_\_\_\_\_ PHONE NO. \_\_\_\_\_

DESCRIPTION OF WORK \_\_\_\_\_

REASON FOR LEAVING \_\_\_\_\_

NAME & ADDRESS \_\_\_\_\_

START DATE \_\_\_\_\_ DATE ENDED \_\_\_\_\_

STARTING SALARY \_\_\_\_\_ ENDING SALARY \_\_\_\_\_

JOB TITLE \_\_\_\_\_ MAY WE CONTACT YOUR SUPERVISOR? \_\_\_\_\_

NAME & TITLE OF SUPERVISOR \_\_\_\_\_ PHONE NO. \_\_\_\_\_

DESCRIPTION OF WORK \_\_\_\_\_

REASON FOR LEAVING \_\_\_\_\_

**REFERENCES**

GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR

NAME	ADDRESS	PHONE NO.	BUSINESS	YEARS ACQUAINTED
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**SERVICE RECORD**

BRANCH OF SERVICE \_\_\_\_\_ DISCHARGE DATE & RANK \_\_\_\_\_

PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVE? \_\_\_\_\_ DATE OBLIGATION ENDS \_\_\_\_\_

**AUTHORIZATION**

"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. In considerations of my employment, I agree to conform to the company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice at any time, at either my or the company's option. I also understand and agree that the terms and condition of my employment may be changed, with or without cause and with or without notice, at any time by the company. I understand that no company representative, other than its' President, and then only when in writing and signed by the President, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing."

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_