



Employment Application

Referred By _____ Date _____

Name (Last, First, Middle) _____

Street Address _____ Home Phone _____

City, State, Zip _____ Cell Phone _____

Position Desired _____ Expected Wages _____

Email address _____

Applying for: Full Time Part Time Temporary

Are you 18 years of age or older? YES NO

Special Training or Skills _____

When Available to Begin Work _____ Will you work overtime if asked? YES NO

Have you ever worked or applied for employment with us? YES NO If yes, month and year _____, Loc. _____

Have you been convicted of a felony within the last 7 years? YES NO (Conviction will not necessarily disqualify from employment)

If yes, please explain _____

EDUCATIONAL INFORMATION

College _____ Course of Study _____

Years Attended: _____ Did you graduate? YES NO DEGREE or DIPLOMA

High School _____ Course of Study _____

Years Attended: _____ Did you graduate? YES NO DEGREE or DIPLOMA

Other _____ Course of Study _____

Years Attended: _____ Did you graduate? YES NO DEGREE or DIPLOMA

EMPLOYMENT INFORMATION: Please give accurate, complete full-time & part-time employment record. Start with present or most recent employer.

1. Company Name _____ Supervisor _____

Reason for leaving: _____ Employed (State Month & Year) _____

Phone: _____ May we contact? YES NO Hourly Wage: Start _____ Last _____

Job Title & DESCRIBE Your Work: _____

2. Company Name _____ Supervisor _____
Reason for leaving: _____ Employed (State Month & Year) _____
Phone: _____ May we contact? YES NO Hourly Wage: Start _____ Last _____
Job Title & DESCRIBE Your Work: _____

3. Company Name _____ Supervisor _____
Reason for leaving: _____ Employed (State Month & Year) _____
Phone: _____ May we contact? YES NO Hourly Wage: Start _____ Last _____
Job Title & DESCRIBE Your Work: _____

REFERENCES: *No Family Members*

Name _____ Phone _____ Years Known _____
Name _____ Phone _____ Years Known _____
Name _____ Phone _____ Years Known _____

I hereby authorize YBC to check necessary references: Signature _____

MILITARY INFORMATION

Branch of Service: _____ Period of Active Duty: From _____ To _____
Describe your duties and any special training: _____

SIGNATURE

- I certify that 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 understand that YBC may conduct a background check and run a credit report; by signing below I authorize YBC to do so.
- I understand that if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal.
- I understand that YBC is a **DRUG-FREE** employer and I will be required to pass a pre-employment drug test if offered a position with the company.
- I understand that I will be required to provide proof of citizenship or immigration status if hired.
- This application for employment shall be considered active for a period not to exceed 60 days. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.
- I understand it is the company's policy to not refuse to hire a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

Signature _____ Date _____