



# EMPLOYMENT APPLICATION

Date:

Applicant Information		
Last Name:	First:	M.I.:
Street Address:		Apartment/Unit #
City:	State:	ZIP:
DOB:	SS#:	
Phone:	Email Address:	
Date Available:	Desired Salary:	
How or by whom were you referred to Core Corporation?		
What days and hours are you available to work?		
Do you have friends, relatives, or acquaintances working for Core Corporation? If yes, please state name & relationship:		
Have you had a friend, relative or acquaintance work for Core Corporation in the past? If yes, please state name and relationship:		
If hired will you have transportation to/from work? YES <input type="checkbox"/> NO <input type="checkbox"/>	Are you over the age of 18? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If hired, would you be able to present evidence of your U.S. citizenship or proof of your legal right to work in the United States? Yes <input type="checkbox"/> NO <input type="checkbox"/>		
Are you able to perform the essential functions of the job for which you are applying, either with/without reasonable accommodation? YES <input type="checkbox"/> NO <input type="checkbox"/> If no, describe the functions that cannot be performed.		
Have you ever been convicted of a criminal offense (felony or misdemeanor)? YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, please describe the crime-state nature of crime(s), when and where convicted and disposition of the case.		

## Education, Training and Experience

### High School:

Address:

City:

State:

ZIP:

Number of years completed?

Did you Graduate? YES  NO

### College:

Address:

City:

State:

ZIP:

Number of years completed?

Did you Graduate? YES  NO

Degree/Diploma earned:

### College:

Address:

City:

State:

ZIP:

Number of years completed?

Did you Graduate? YES  NO

Degree/Diploma earned:

### Military:

Branch:

Rank in Military:

Total years of service:

Skills/duties:

Related details:

## Previous Employment

Company:

Phone:

Address:

Job Title:

Supervisor:

Responsibilities:

To:

From:

Starting Salary \$

Ending Salary \$

Reason for leaving:

May we contact your previous supervisor for a reference? YES  NO

Company:

Phone:

Address:

Job Title:

Supervisor:

Responsibilities:

To:

From:

Starting Salary \$

Ending Salary \$

Reason for leaving:

May we contact your previous supervisor for a reference? YES  NO

Company:

Phone:

Address:

Job Title:

Supervisor:

Responsibilities:

To:

From:

Starting Salary \$

Ending Salary \$

Reason for leaving:

May we contact your previous supervisor for a reference? YES  NO

## References

Please list at least three references that are not related to you by blood or marriage. Previous employment references preferred.

Full Name:

Phone:

How long have you known this reference?

How do you know this reference?

Full Name:

Phone:

How long have you known this reference?

How do you know this reference?

Full Name:

Phone:

How long have you known this reference?

How do you know this reference?

## Additional Information

Do you speak, write or understand any foreign languages? If yes, describe which language(s) and how fluent of a speaker you consider yourself to be.

Do you have any certificates, honors, or awards that may be applicable to this position?

Do you have any other experience, training, qualifications, or skills which may apply?

Which of the jobs listed above did you like best?

What did you like most about this job?

**Pre-Employment Statement**

1. Any offer of employment I may receive from Core Corporation is contingent upon my successful completion of the firms pre-employment review process including the firm’s receiving references that it considers satisfactory.
2. In processing my application for employment, the firm may verify all information provided by me including, but not limited to, my prior employment, military record, education, character, general reputation, personal characteristics, and criminal record.
3. I authorize any person, school, current or prior employer named in this form (or related documentation or interview) to provide Core Corporation with any information and opinion requested by Core Corporation in connection with my application, and I release such person’s employers, and schools from any liability in making statements.
4. In consideration of my employment, I agree to conform to the company’s rules and regulations, and I agree that my employment and compensation is AT-WILL and 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 conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company
5. I understand that no company representative, other than it’s 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.
6. 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.

**Signature**

Name (Printed):

Date:

Signature: \_\_\_\_\_