

## Zeppoli's Application for Employment

Thank you for your application. This is a job that requires honesty, punctuality, dependability, cleanliness, congeniality, a great deal of energy and a healthy attitude towards hard work. If you possess these attributes, we look forward to working with you.

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name: Last: \_\_\_\_\_ First: \_\_\_\_\_  
Middle \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Current Address: \_\_\_\_\_

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

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

Employment Desired: FT \_\_\_\_\_ PT \_\_\_\_\_

Minimum No. of Hours Maximum No. of Hours: \_\_\_\_\_

Position Desired: \_\_\_\_\_ Date you can Start: \_\_\_\_\_

Salary Desired: \_\_\_\_\_

What days and hours can you work:

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|--------|---------|-----------|----------|--------|----------|--------|
|        |         |           |          |        |          |        |

If offered a job, how long do you expect to work? \_\_\_\_\_

Do you have reliable transportation to get to work? Yes \_\_\_\_\_ No \_\_\_\_\_

How did you hear about this job? \_\_\_\_\_

**Education** (please include military service)

High school: \_\_\_\_\_ Did you graduate? Yes \_\_\_\_\_ No \_\_\_\_\_

College: \_\_\_\_\_ Did you graduate? Yes \_\_\_\_\_ No \_\_\_\_\_

What skills do you have to qualify you for this job?

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**Former Employers**

(list below last two employers, starting with the last one first)

Name and address of employer:

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Date employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position: \_\_\_\_\_

Salary: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

May we call this employer for reference? Yes \_\_\_\_\_ No \_\_\_\_\_

What did you like best about this job? \_\_\_\_\_

What did you like least about this job? \_\_\_\_\_

Name and address of employer:

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Date employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position: \_\_\_\_\_

Salary: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

May we call this employer for reference? Yes \_\_\_\_\_ No \_\_\_\_\_

What did you like best about this job? \_\_\_\_\_

What did you like least about this job? \_\_\_\_\_

**PLEASE RATE YOURSELF IN THE FOLLOWING AREAS**

(1= WEAK / 2=BELOW AVERAGE / 3=AVERAGE / 4=ABOVE AVERAGE / 5=THE BEST)

Honesty: \_\_\_\_\_

Good Work Ethic: \_\_\_\_\_

Punctuality: \_\_\_\_\_

Cleanliness: \_\_\_\_\_

Congeniality: \_\_\_\_\_

Quality of Work: \_\_\_\_\_

Is there anything else you would like us to know that may benefit you in getting a position with us? Please list other job:

\_\_\_\_\_

Experience that may be helpful as well:

\_\_\_\_\_

**REFERENCES**

LIST 3 SCHOOL, BUSINESS OR PERSONAL REFERENCES THAT YOU GIVE PERMISSION FOR US TO CONTACT.

THEY SHOULD NOT BE RELATED TO YOU.

| Name | Telephone | Known How Long | School | Work | Personal |
|------|-----------|----------------|--------|------|----------|
|      |           |                |        |      |          |
|      |           |                |        |      |          |
|      |           |                |        |      |          |

“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 consideration of my employment, I agree to conform to the company’s rules and regulations, and 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 conditions 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: \_\_\_\_\_

**APPLICATIONS ARE EFFECTIVE FOR 60 DAYS, AFTER WHICH YOU CAN REAPPLY.**

The immigration and control act of 1986 requires that, if hired, before you start to work, you present to the management documents which establish your identity and eligibility to work in the U.S.

**ANY ONE BELOW**

CURRENT U.S. PASSPORT,

CERTIFICATE OF CITIZENSHIP OR

NATURALIZATION

CURRENT FOREIGN PASSPORT WITH VALID WORK VISA

“GREEN CARD” WITH PHOTO

OR

**ONE OF**

SOCIAL SECURITY CARD

U.S. BIRTH CERTIFICATE

**AND ONE OF**

DRIVERS LICENSE WITH PHOTO

STATE I.D.

**Do Not Write Below This Line**

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DATE INTERVIEWED \_\_\_/\_\_\_/\_\_\_ BY: \_\_\_\_\_

DATE HIRED \_\_\_/\_\_\_/\_\_\_ DATE OF BIRTH \_\_\_/\_\_\_/\_\_\_

EMPLOYEE NUMBER \_\_\_\_\_

POSTION HIRED FOR \_\_\_\_\_

PAY RATE \_\_\_\_\_

STARTING DATE \_\_\_\_\_ STARTING TIME \_\_\_\_\_

COMMENTS