

Sample Application

APPLICATION FOR EMPLOYMENT

Southern Family Markets, L.L.C.

An Equal Opportunity Employer

TO APPLICANT:

Southern Family Markets, L.L.C. is an Equal Opportunity/Employer. We adhere to a policy of making all employment decisions without regard to race, color, sex, religion, national origin, age, disability, status as a disabled veteran or a veteran from the Vietnam era, status, sexual orientation, or citizenship.

A clear understanding of your background and work history will aid us in placing you in the position that best meets your qualifications. Please complete and sign your application form. Failure to sign the application will result in the application not being checked or considered further.

PERSONAL DATA

Name BRYAN HOWELL Date of Application May 20, 2009
Last First Middle Initial Social Security # Don't give out
Present Address 111 Main Street, Montgomery AL 36118
Street City State Zip
Telephone No. 354-7552 Residing County Montgomery
Previous Address _____ How long did you live there? _____
Are you a U.S. Citizen or lawfully entitled to work in the U.S.? Yes ☒ No _____
Are you under 18 years of age? Yes ☒ No _____
Job applied for Cashier Rate of pay expected \$ 10 Per hour
Do you want to work Full-time _____ Part-time _____ Specify if Part-time: _____
Will you accept shift work? ~~No~~ ☒ Yes Temporary Work? No Night Work? ~~No~~ ☒ Yes
Will you work overtime if needed? Yes ☒ No _____
If hired, on what date will you be available to work? Whenever you want me
Have you ever been CONVICTED of a felony, excluding misdemeanors and summary offenses?
Yes ☒ No _____ If yes, list nature of offense, dates of conviction, and dates of incarceration

Were you previously employed by us? No If yes, when and where?

What prompted you to apply?

my friend told me you pay good

EDUCATIONAL BACKGROUND

TYPE OF SCHOOL	NAME AND ADDRESS	COURSE OR MAJOR	DID YOU GRADUATE?	DEGREE
HIGH SCHOOL				
COLLEGE				
POST GRADUATE				
BUSINESS OR TRADE				
OTHER				

TYPING (wpm):

SHORTHAND/SPEEDWRITING (wpm):

EMPLOYMENT EXPERIENCE

See resume

List each job held. Start with your Present of Last job. Include military service assignments. You may also include voluntary experience if you desire. If you need additional space, please attach a separate sheet.

DATES (Mo/Yr)		NAME AND ADDRESS OF EMPLOYER	RATE OF PAY		SUPERVISOR'S NAME AND TITLE	REASON FOR LEAVING
FROM	TO		START	FINISH		
		Employer: Address:			Phone #:	
Describe your position and responsibilities						
		Employer: Address:			Phone #:	
Describe your position and responsibilities						
		Employer: Address:			Phone #:	
Describe your position and responsibilities						
		Employer: Address:			Phone #:	
Describe your position and responsibilities						

Summarize special skills and qualifications acquired from employment or other experience (including machines you can operate):

See resume

If you are now employed, why do you desire change?

MILITARY INFORMATION

Have you ever been in a branch of United States Service? *No !!*

Branch served in _____ Entrance Date _____ Discharge Date _____

Rank at Discharge _____ Type of Discharge _____

Present Military Status: Active _____ Reserve _____ National Guard _____ Other _____

REFERENCES

List three professional or personal references (not relatives or former employers)

NAME	ADDRESS	OCCUPATION	PHONE
See Resume			

THIS APPLICATION IS NOT COMPLETE UNTIL THE FOLLOWING STATEMENT HAS BEEN READ AND SIGNED

I understand that this application is not intended to create, nor should it be construed to create, an express or implied contract of employment. It does not create contractual obligations of any kind. If hired, I will be employed at will; I understand that this means that either I am or the employer is free to terminate the employment relationship at any time with or without notice.

I certify that all of the information furnished on this application and during the application process is true, complete and correct to the best of my knowledge. I understand that any misrepresentation or omission of facts called for may result in a refusal to hire or, if hired, may result in my dismissal at any time without any previous notice. I authorize the investigation of all matters contained in this application and hereby give Southern Family Markets, L.L.C. permission to contact schools, previous employers, references and others. I hereby release Southern Family Markets, L.L.C. and those it contacts from any liability whatsoever as a result of such contact and the information provided and received as a result of such contact. As a condition of my employment I hereby agree that if I am offered employment, I will submit to a required medical evaluation and drug tests at the expense of Southern Family Markets, L.L.C. I understand that any medical evaluation procedures are consistent with the Americans With Disabilities Act. I further understand that the purpose of the examination is to determine whether I am able to perform the essential functions of the position offered, with or without any reasonable accommodation.

I understand that no representative of Southern Family Markets, L.L.C., other than the President, has any authority to enter into an agreement for employment for any specified period of time. I understand that this application will remain active for a period of thirty (30) days. After that time, if I desire further consideration, I must renew my application in person.

SIGNATURE

DATE