

Employment Application



Personal Information					
Full Name				Date	
Current Mailing Address					
Telephone			Cell Phone		
E-mail Address					
Referred By					
Employment Information					
Position You Are Applying For/ Organization/Location					
Date Available to Begin			Expected Wage		
Type of Employment Desired	<input type="checkbox"/> Full-Time	<input type="checkbox"/> Part-Time	<input type="checkbox"/> Seasonal/Temporary		
Are you available to work overtime?	<input type="checkbox"/> Yes		<input type="checkbox"/> No		
Are you eligible to work in the U.S.?	<input type="checkbox"/> Yes		<input type="checkbox"/> No		
If not a U.S. citizen, state visa type.					
Education					
High School Name	City/State	Highest Level Completed	Degree	Major/Minor	
College/Trade School Name	City/State	Highest Level Completed	Degree	Major/Minor	
List current licenses and/or certifications that are relevant to the position for which you are applying.					
List any training that is relevant to the position for which you are applying.					
List any volunteer work/experience, skills and/or qualifications that are relevant to the position for which you are applying.					

General Information

Have you ever applied for employment with AYS?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, give date and company/location.	Date:	Company/Location:	
Have you ever been employed by AYS?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, give dates and location.	From: To:	Company/Location:	
Do you have any friends or family who are currently employed by us?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, what are their name(s)?			
Are you less than 18 years old? (Proof of age may be required after a job offer.)		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If driving is a requirement of the job for which you are applying, do you have a current valid driver's license?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
List any additional information you would like us to consider, including reasons for any gaps in employment.			

Work Experience *(Please list your current or most recent employer first)*

Company #1					
Address					
Position		Dates of Employment	Starting:	Ending:	
Supervisor's Name		Telephone Number			
Description					
Reason for Leaving					
Permission to Contact	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pay	Starting:	Ending:
Company #2					
Address					
Position		Dates of Employment	Starting:	Ending:	
Supervisor's Name		Telephone Number			
Description					
Reason for Leaving					
Permission to Contact	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pay	Starting:	Ending:

Company #3					
Address					
Position		Dates of Employment	Starting:	Ending:	
Supervisor's Name		Telephone Number			
Description					
Reason for Leaving					
Permission to Contact		<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pay	Starting: Ending:
Work References (Please provide three <u>work-related</u> references)					
Reference 1	Name		Title		Phone
	Organization		Years Known	Nature of Acquaintance	
Reference 2	Name		Title		Phone
	Organization		Years Known	Nature of Acquaintance	
Reference 3	Name		Title		Phone
	Organization		Years Known	Nature of Acquaintance	

TERMS AND CONDITIONS OF APPLICATION AND EMPLOYMENT

I hereby certify that the information provided on this application is true and complete. I understand and agree that any falsification or significant omissions on this application may result in not being hired or, if found out after employment, may be grounds for dismissal. I understand and agree that under the terms of employment with AYS, the employment relationship is terminable "at will" without notice or cause, unless set out in writing, dated, and executed by both parties. I understand that neither this document nor any offer of employment from AYS constitutes an employment contract.

I understand that any offer of employment may be contingent upon my ability to comply with INS regulations establishing my identity and right to work in the United States. I understand that AYS is an Equal Employment Opportunity employer. AYS recruits and hires persons in all job titles without regard to race, color, religion, sex, age, disability, national origin or any other category protected by federal, state, or local law.

I hereby authorize AYS to investigate fully all information contained in this employment application and to investigate and compile any other information that may bear upon my suitability for employment. I further authorize my past and present employers to furnish AYS with my records of employment and the reasons for my separation and any and all information those employers may possess concerning me. I further release AYS and/or its agents to make an independent investigation of criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my application. I release AYS from liability or damages for compiling such information. Additionally, I release any organization that provides information pursuant to this authorization from any and all liabilities, claims, or lawsuits in regard to the information obtained from any and all of the above-referenced sources used. Further, I understand that this application will be considered active for a period of ninety days. I have read and understand the foregoing statements and accept the same as conditions of employment.

Applicant Signature	Date