

# APPLICATION FOR EMPLOYMENT

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

Date \_\_\_\_\_

Name [Last Name First] \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

What kind of work are you applying for? \_\_\_\_\_

What special qualifications do you have? \_\_\_\_\_

What office machines can you operate? \_\_\_\_\_

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

### SPECIAL PURPOSE QUESTIONS

**DO NOT ANSWER ANY OF THE QUESTIONS IN THIS FRAMED AREA UNLESS THE EMPLOYER HAS CHECKED A BOX PRECEDING A QUESTION, THEREBY INDICATING THAT THE INFORMATION IS REQUIRED FOR A BONA FIDE OCCUPATIONAL QUALIFICATION, OR DICTATED BY NATIONAL SECURITY LAWS, OR IS NEEDED FOR OTHER LEGALLY PERMISSIBLE REASONS.**

HEIGHT \_\_\_\_\_ FEET \_\_\_\_\_ INCHES \_\_\_\_\_  WEIGHT \_\_\_\_\_ LBS.  CITIZEN OF U.S. YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_

### MILITARY SERVICE RECORD

Armed Forces Service \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ From\* \_\_\_\_\_ To\* \_\_\_\_\_

Branch of Service \_\_\_\_\_ Duties \_\_\_\_\_

Rank or rating at time of enlistment \_\_\_\_\_ Rating at time of discharge \_\_\_\_\_

Do you have any physical limitations that prohibit you from performing any work for which you are being considered? Yes \_\_\_\_\_ No \_\_\_\_\_. Please describe. \_\_\_\_\_

### EDUCATION

SCHOOL	*NO. OF YEARS ATTENDED	NAME OF SCHOOL	CITY	COURSE	*DID YOU GRADUATE?
GRAMMAR					
HIGH					
COLLEGE					
OTHER					

\*The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 70 years of age.

### EXPERIENCE

NAME AND ADDRESS OF COMPANY	DATE		LIST YOUR DUTIES	STARTING SALARY	FINAL SALARY	REASON FOR LEAVING
	FROM	TO				

### BUSINESS REFERENCES

NAME	ADDRESS	OCCUPATION

This form has been designed to strictly comply with State and Federal fair employment practice laws prohibiting employment discrimination. This Application for Employment Form is sold for general use throughout the United States. TDPS assumes no responsibility for the inclusion in said form of any questions which, when asked by the Employer of the Job Applicant, may violate State and/or Federal Law.