

The De Baca Corporation



Employment Application

An Equal Opportunity Employer

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, veteran status, sexual orientation, or the presence of a non-job related medical condition or handicap.

Please Print

Date of Application _____ Position Applied for _____

Referral Source: Advertisement Friend Relative Walk-in Employment Agency Other _____

Name: _____
Last First Middle

Address _____
Number Street City State Zip Code

Telephone: (_____) _____ Social Security Number ____ / ____ / ____
Area Code

If you are under 18, can you furnish a work permit? Yes No

Have you ever been employed here before? Yes No If Yes, give date _____

Are you employed now? Yes No If yes, may we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No
(Proof of citizenship or immigration status may be required upon employment.)

On what date would you be available for work? _____

Are you available for work Full Time Part Time Temporary

Are you on lay-off and subject to recall? Yes No

If you have a resumé, you may include it with this application. However, a resumé is not a substitute for a completed application. Please answer all of the questions and complete the sections regarding prior employment and education.

Employment Experience

Start with your present or most recent job. Include military service assignments.

You may include volunteer activities for periods when you were not employed.

(You may exclude any references which indicate race, color, religion, sex, sexual orientation, or national origin.)

1	Employer	Telephone	Hourly wage / Salary		Dates Employed	
			Start	Final	From	To
	Address					
	Job Title		Work Performed			
	Supervisor					
Reason for Leaving						

2	Employer	Telephone	Hourly wage / Salary		Dates Employed	
			Start	Final	From	To
	Address					
	Job Title		Work Performed			
	Supervisor					
Reason for Leaving						

3	Employer	Telephone	Hourly wage / Salary		Dates Employed	
			Start	Final	From	To
	Address					
	Job Title		Work Performed			
	Supervisor					
Reason for Leaving						

4	Employer	Telephone	Hourly wage / Salary		Dates Employed	
			Start	Final	From	To
	Address					
	Job Title		Work Performed			
	Supervisor					
Reason for Leaving						

If you need more space, please continue on a separate sheet of paper.

Special Skills: Summarize special skills and qualifications acquired from employment or other experience.

Education

	High School	College / University	Graduate / Professional	Technical / Vocational
School Name				
Years Completed	9 10 11 12	1 2 3 4	1 2 3 4	1 2 3 4
Diploma/Degree				
Describe Course of Study				
Honors received:				
Describe any special training, skills, apprenticeship, or extra curricular activities.				

Indicate languages you speak, read, and/or write.

	Fluent	Good	Fair
Speak			
Read			
Write			

Please give the names, addresses, and phone numbers of three personal references who are not related to you and who are not previous employers.

List professional, trade, business, or civic activities and offices held.
(You may exclude any references which indicate race, color, religion, sex, sexual orientation, or national origin.)

Applicant's Statement:

I certify that the answers given herein are true and complete to the best of my knowledge.

I authorize the investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interviews may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Company.

Signature of Applicant

Date