



Application for Employment

PERSONAL INFORMATION		
Last Name	First	Initial
Social Security Number		
Other Name(s) Used		Home Telephone # ()
Address (Street, City, State, Zip)		Business or Message # ()
Position Applied For:	How were you referred?:	Salary Desired:
Are you 18 years of age or older? Yes No		Date Available to Start Work:
Type of Employment Desired: FT PT Temporary		Other:
Have been convicted or pled no contest to any criminal offense? (A conviction will not necessarily disqualify an applicant from employment.) Yes No		
If yes, please indicate the date and nature of the offense.		
Washington Driver's License #:		Have you had any traffic violations in the past 5 years? Yes No

SKILLS PLEASE PLACE AN "X" NEXT TO EXPERIENCE YOU CURRENTLY HAVE	
Systems Furniture Installation_____	Construction_____
Moves_____	Reading Space Plans _____
Lead/Management_____	Warehouse_____

REFERENCES Please include only those who know your work habits. Do not include relatives.	
Name	Phone # ()
Relationship	Years Known
Name	Phone # ()
Relationship	Years Known

EMPLOYMENT EXPERIENCE

List all employment for the past 5 years, starting with the most recent position.
 If currently employed, may we contact your employer? Yes No

Employer		Dates Employed		Work Performed
Address		From	To	
Telephone Number(s)		Hourly Rate/Salary		Reason for Leaving
Job Title	Supervisor	Starting	Ending	
Employer		Dates Employed		Work Performed
Address		From	To	
Telephone Number(s)		Hourly Rate/Salary		Reason for Leaving
Job Title	Supervisor	Starting	Ending	
Employer		Dates Employed		Work Performed
Address		From	To	
Telephone Number(s)		Hourly Rate/Salary		Reason for Leaving
Job Title	Supervisor	Starting	Ending	
Employer		Dates Employed		Work Performed
Address		From	To	
Telephone Number(s)		Hourly Rate/Salary		Reason for Leaving
Job Title	Supervisor	Starting	Ending	

APPLICANT'S STATEMENT

I certify that the information given by me to Complete Office Installation is true and complete to the best of my knowledge. I understand that if I am employed, discovery that I gave false information during the application process may result in immediate dismissal.

I authorize Complete Office Installation to solicit information regarding my character, previous employment criminal and civil history, and to contact any of the references I have given on my application.

I understand that employment can be terminated with or without reason, and with or without notice at any time, at the option of either Complete Office Installation or myself.

I represent and warrant that I have read and fully understand the forgoing, and that I seek employment under these conditions.

Applicant signature: _____ Date: _____

