

Please include a cover letter, a one-page resume', and a sample of marketing materials (flyer, newsletter, social media ad, etc) with your application. Due by November 21 .

Personal Information

Full Name _____

Address _____ City, State _____ Zip _____

Phone # _____ Email _____

Why are you interested in this job?

Date you can begin work _____

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, which has not been annulled, expunged, or sealed by a court? (A conviction record will not necessarily bar employment) ☐ Yes ☐ No

If yes, please explain and describe in full detail: _____

Education	High School	College	Trade School
Name of School			
City / State of School			
Graduate? (Y or N)			
Major	-----		

Skills and Qualification: Experience, Licenses, Skills, Training, Awards

Employment History — list most recent first

Company Name _____ **Supervisor** _____
Address _____ **City, State, Zip** _____
Phone # _____ **Dates of Employment** _____
Last Position _____ **Reason for Leaving** _____
Responsibilities _____

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Phone # _____ **Dates of Employment** _____
Last Position _____ **Reason for Leaving** _____
Responsibilities _____

References — list 3 individuals [not related to you] who are familiar with your work-related skills

Name	Name of Company	Company Address	Telephone No.	Years Acquainted

I certify that my answers are true and complete to the best of my knowledge. I authorize you to make such investigations and inquiries of my personal, employment, or educational history and other related matters as may be necessary for an employment decision. I hereby release employers, schools or persons from all liability in responding to inquiries in connection with my application.

In the event I am employed, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Signature of Applicant: _____ Date: _____

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