

Job Application SPENCER PLASTICS, INC.

1. **Position Applied For:**

2. **Wage Desired:**

3. **Full legal Name:** Last Name First Middle

4. **Home Phone:** () Business Phone ()

5. **Street Address:**

6. **E-mail Address:**

7. **Education:**

7a. Highest school grade completed: 1 2 3 4 5 6 7 8 9 10 11 12

7b. Do you have a high school equivalency diploma: Yes No

7c. Number of years of post high school education: 1 2 3 4

8. **Name and Location of Educational Institution:** Degree Received Major / Specialty Dates Attended

8a.

8b.

8c.

9. **If you plan to complete an educational program in the future, then indicate the degree or program to be completed.**

9a. Completion Date:

10. **Work Experience:** Start with the most recent work experience. Describe all traditional, military and voluntary work experience. Describe your knowledge, skills and abilities that demonstrate your qualifications for the position for which you are applying.

10a. Job Title	
Employer Name	
Employer Address	
Phone	
Supervisor / Manager	
Title	
Final Salary	
Dates (Month/ Year)	To
Hours/week	

Job Duties:

Reason for leaving:

10b. Job Title	
Employer Name	
Employer Address	
Phone	
Supervisor / Manager	
Title	
Final Salary	
Dates (Month/ Year)	To
Hours / Week	

Job Duties:

Reason for leaving:

11. Job Skills: Use the following space to provide any additional information that you think would be helpful in our evaluation of your job application. This can include specialized training, seminars, workshops, accreditations, special achievements or valuable skills:			
12. Licenses Held: (including drivers) or certifications to practice a trade or profession.			
Type	License Number	Granted by (licensing board)	
13. References: List the full name, address, phone number and relationships of up to three persons that you'd like to use as a reference:			
Full Name	Address	Phone Number	Relationship
14. Miscellaneous Information:			
14a. Which shifts are you willing to accept: <input type="checkbox"/> Day <input type="checkbox"/> Evening <input type="checkbox"/> Night <input type="checkbox"/> Rotating <input type="checkbox"/> Weekends Specify shift hours			
14b. Which job status are you willing to accept: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time (specify)			
14c. Are you willing to travel: <input type="checkbox"/> No <input type="checkbox"/> Yes			
14d. Please indicate your geographic preferences:			
15. Compliance with the Immigration Reform and Control Act requires that you are you legally eligible for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No.			
Please note that under the Immigration Reform and Control Act of 1986, that you may be required to fill out a certification verifying that you are eligible to be employed and verifying your identity. You may also be will be required to provide documentation that you should you be employed.			
16. Veteran Status: Are you a veteran who received an honorable discharge and has:			
1. Provided more than 180 consecutive days of full time active duty in the armed forces of the United States or reserve components, including more than the National Guard?, or			
2. Have a military service disability rating fixed by the United States Veterans Affairs?			
<input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, did you serve during the Vietnam Conflict (2/28/61-3/7/75)? <input type="checkbox"/> Yes <input type="checkbox"/> No			
17. Prior Convictions:			
17a. Have you ever been convicted of any violation of law, including moving traffic violations: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, then please provide the following:			
Describe the Offense :			
Statute / Ordinance (if known):		Date of Charge:	Date of Conviction:
County, City, and State of Conviction:			
18. Work Start Date: When will you be available to start work? If you are available as soon as you given two weeks notice, then no dates are necessary.			
Month	Day	Year	
19. Job Application Certification:			
I hereby certify that all entries on this job application and any attachments are true and complete. I also agree and understand that any falsification of this information may result in my forfeiture of employment. I understand that all information on this job application is subject to verification and I consent to criminal history and background checks. I also agree that you may contact references and educational institutions listed on this application			
Date		Job Applicant Signature	