

**Maplewood Carpentry Off-Site Instruction**

**Assignment**

Fill-out the attached application found in the following file. Adhere to the following guidelines.

1. Must be a real position that you actually would like to do.
2. No profanity or obscene information
3. Make sure your desired rate is in the correct range for that position.
4. Do not give me your social security number.

# Application for Employment

Position You Are Applying For \_\_\_\_\_

Desired Salary \_\_\_\_\_

Date Available for Work: \_\_\_\_\_

## PERSONAL INFORMATION

Last Name				First Name		Middle	
Address			City		State	Zip	
Home Phone: _____		Cell Phone: _____		Email address: _____			
Social Security Number: _____							
Are you a U.S. Citizen? [ ] Yes [ ] No							
Have you ever been convicted of a felony? [ ] Yes [ ] No							
If selected for employment are you willing to submit to a pre-employment drug screening test?						[ ] Yes [ ] No	

## EDUCATION

School Name	Location	Years Attended	Degree Received	Major

Other training, certifications or licenses held: \_\_\_\_\_

## EMPLOYMENT

Employer: _____		Dates Employed: _____	
Work Phone: _____		Pay Rate: \$ _____ to _____	
Address: _____			
City: _____		State: _____	Zip: _____
Position: _____			
Duties Performed: _____			
Supervisors Name and Title: _____			
Reason for leaving: _____			
May we contact them? [ ] Yes [ ] No			

## REFERENCES

Name	Title	Company	Phone

## Acknowledgement and Authorization

- I certify that all answers given herein are true and complete to the best of my knowledge.
- I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.
- In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_