

COMANCHE TRACE, LLC

Employment Application



APPLICANT INFORMATION											
Last Name				First				M.I.			
Street Address							Apartment/Unit #				
City				State				ZIP			
Phone				E-mail Address							
Date Available				Social Security No.			Desired Salary				
Position Applied for											
Schedule desires:				FULL TIME <input type="checkbox"/>		PART TIME <input type="checkbox"/>			TEMPORARY/SEASONAL <input type="checkbox"/>		
Could you work overtime?				YES <input type="checkbox"/>				NO <input type="checkbox"/>			
Are you a citizen of the United States?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for this company?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?			
Are you less than 18 years old?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, state your age.			
Have you ever been convicted of a crime?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, explain.			
A conviction does not constitute an automatic bar to employment. Date of the offense, seriousness and nature of the violation, rehabilitation, and position applied for will be taken into account.											

PREVIOUS EMPLOYMENT										
Company							Phone			
Address							Supervisor			
Job Title				Starting Salary			Ending Salary			
Responsibilities										
From		To		Reason for Leaving						
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>		NO <input type="checkbox"/>				
Company							Phone			
Address							Supervisor			
Job Title				Starting Salary			Ending Salary			
Responsibilities										
From		To		Reason for Leaving						
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>		NO <input type="checkbox"/>				
Company							Phone			
Address							Supervisor			
Job Title				Starting Salary			Ending Salary			
Responsibilities										

From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>

EDUCATION

High School				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

MILITARY SERVICE

Branch		From		To	
Rank at Discharge		Type of Discharge			
If other than honorable, explain					

REFERENCES

Please list three professional references.

Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

ADDITIONAL QUESTIONS

How were you referred to Comanche Trace?

List any certificates earned or in progress, and/or any additional training programs not included in your formal education.

List any professional affiliations to which you belong (please do not list activities which would indicate age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief, or disability).

DISCLAIMER AND SIGNATURE

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

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I understand that pre-employment drug testing and investigation background inquires may be made on me including previous employers, criminal convictions, motor vehicle, and other reports.

Further, I understand this application is not an employment contract, nor can it be used to create one. Employment by Comanche Trace may be terminated by the employee or Comanche Trace with or without notice.

Comanche Trace, LLC is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief or disability.

Signature

Date