



EMPLOYMENT APPLICATION

Today's Date: _____

Date Interviewed: _____

Jefferson Millwork and Design
44098 Mercure Circle Suite 115, Sterling, Va. 20166

Jefferson Millwork & Design is an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job related disability, or any other legally protected status.

Last Name First Name Middle Name

Address Apt. Number City State Zip Code

Home Phone Number Social Security Number

Position Applied For: _____ * Expected Salary or Hourly Rate: _____

Date Available to Start: _____ How Did You Learn of This Opening? _____

* Have You Ever Applied With Us Before? Yes _____ No _____

* If Yes, When and In What Capacity? Dates: _____ Title/Trade: _____

Are You Legally Eligible for Employment in the United States? Yes _____ No _____

Do You Have Your Own Transportation? Yes _____ No _____ What Hours Are You Available For Work? _____

Do You Have Any Impairments – Physical, Mental or Medical – Which Would Interfere with Your Ability to Perform the Job For which you have applied? Yes _____ No _____ If yes, explain: _____

EMERGENCY CONTACT INFORMATION

Name Telephone Number Relationship

Address Apt. Number City State Zip Code

EDUCATION

High School:

Name and Location of School Course of Study Did You Graduate? Type of Degree (if any)

College:

Name and Location of School Course of Study Did You Graduate? Type of Degree (if any)

Other:

Name and Location of School Course of Study Did You Graduate? Type of Degree (if any)

Describe any Other Specialized Training, Skills, and Qualifications:



EMPLOYMENT (Start with Present or Most Recent Employer)

Company Name	Supervisor	Telephone Number		
Address	Suite Number	City	State	Zip Code
Dates Employed	Pay Rate (Hourly/Salary)		Reason For Leaving	
State Job Title and Duties: _____				

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Address	Suite Number	City	State	Zip Code
Dates Employed	Pay Rate (Hourly/Salary)		Reason For Leaving	
State Job Title and Duties: _____				

Company Name	Supervisor	Telephone Number		
Address	Suite Number	City	State	Zip Code
Dates Employed	Pay Rate (Hourly/Salary)		Reason For Leaving	
State Job Title and Duties: _____				

REFERENCES: (Other than relatives or former employers)

1. _____			
Name	Address	Phone	Occupation
2. _____			
Name	Address	Phone	Occupation
3. _____			
Name	Address	Phone	Occupation

I hereby consent to inquiry being made of me concerning any/all of the references and employers noted above. The information provided herein is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal. I understand that acceptance of any offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

Signature: _____ Date: _____

