



3001 University Avenue
San Diego –North Park, CA 92104
619-973-4758

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

All applicants are considered without regard to race, color, gender, religion, national origin, age, marital or veteran status, mental or physical disability unrelated to job performance or any other legally protected status.

POSITION APPLYING FOR: _____

DATE: _____

PERSONAL INFORMATION

Legal name:

First

Last

Middle Initial

Address:

Street

City

State

Zip code

Home Telephone: _____

Other Telephone: _____

E-mail: _____

Social Security #: _____

Driver's License #: _____ State: _____

Emergency Contact name, address and phone number:



EDUCATION

Type of school	Name and Location	Dates Attended	Degree Received	Subjects Studied	Did you graduate?
High School					
College / University					
Graduate School					
Tech School					
Other					

Special courses, training or experience acquired, including military experience: _____

SKILLS

Clerical / Office skills		
Computer skills	Name of software:	<input type="checkbox"/> PC <input type="checkbox"/> Mac <input type="checkbox"/> WPM
Languages		
Other special knowledge or skills		

Please describe any other experience, abilities or skills that might be helpful in considering your application: _____

References

Name: _____ Name: _____
 Address: _____ Address: _____
 Phone: _____ Phone: _____
 Years acquainted: _____ Years acquainted: _____



References

Name: _____ Name: _____

Address: _____ Address: _____

Phone: _____ Phone: _____

Years acquainted: _____ Years acquainted: _____

CERTIFICATION & AUTHORIZATION

I hereby certify that all statements made in this application are true and correct to the best of my knowledge and belief. I understand that any misrepresentations or omissions of facts in this application are grounds for disqualification from further consideration or for dismissal from employment.

I authorize the company to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position.

If employed, I agree to conform to the rules, regulations and policies of the company. I understand that I will be an employee "at will" and either the company or I may terminate my employment relationship at any time for any reason not in violation of law.

I hereby acknowledge that I have read and fully understand the foregoing and seek employment under these conditions.

Signature of Applicant

Date