

APPLICATION FOR EMPLOYMENT

J.M.S. of Holland, Incorporated

Equal Opportunity Employer: J.M.S. Incorporated is an equal opportunity employer and does not discriminate against applicants on the basis of sex, race, color, religion, sexual orientation, national origin, ancestry or age (40 years of age or over). In addition, J.M.S. Incorporated does not discriminate against qualified individuals with disabilities.

Instructions: Please print or type and complete this application in detail. No information which is prohibited by law is requested or need to be supplied. All information given will be held in strict confidence to the extent allowed by law.

Position Applying For		Shifts Able to Work:		1st	2nd
Name			Date		
Street Address		City		State	Zip Code
Email Address			Phone Number where you can be contacted:		
Are you 18 years of age or older? Yes <input type="checkbox"/> No <input type="checkbox"/>			Do you have the legal right to work in the United States? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Have you been convicted of a felony in the last 5 years? Please explain. (Conviction will not necessarily disqualify applicant from employment) Yes <input type="checkbox"/> No <input type="checkbox"/>					
Are there currently any felony charges pending against you? If so please explain. Yes <input type="checkbox"/> No <input type="checkbox"/>					
Have you ever been discharged or have you ever resigned in lieu of discharge? If so, please explain. Yes <input type="checkbox"/> No <input type="checkbox"/>					
Have you ever been disciplined by an employer? If so, please explain. Yes <input type="checkbox"/> No <input type="checkbox"/>					
How much time have you missed from work during the last 12 months?			Have you applied for employment with us before? If so, when? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Will you work overtime if it is required? Yes <input type="checkbox"/> No <input type="checkbox"/>		Salary Expected		Date available for employment?	

EDUCATION

Name And Location	Number Of Years Completed	Curriculum	Grade Average	Degree Earned
High School				
Business Or Technical				
College				

EXPERIENCE

Current Or Last Company Name	Type Of Business
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Address

	Dates	Salary / Comm.	Title And Description
Starting			
Final Or Present			

Current Or Last Immediate Supervisor's Name	Supervisory Experience
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Duties

Please explain reason for desiring change or reason for leaving

Previous Company Name	Type Of Business
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Address

	Dates	Salary / Comm.	Title And Description
Starting			
Final			

Current Or Last Immediate Supervisor's Name	Supervisory Experience
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Duties

Please explain reason for desiring change or reason for leaving

Previous Company Name	Type Of Business
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Address

	Dates	Salary / Comm.	Title And Description
Starting			
Final			

Current Or Last Immediate Supervisor's Name	Supervisory Experience
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Duties

Please explain reason for desiring change or reason for leaving

REFERENCES

Instructions:

Give the names, addresses, and telephone numbers of at least three (3) references to whom you are not related and for whom you have not previously worked.

Name

Street Address

City

State

Zip Code

Phone Number(s)

Name

Street Address

City

State

Zip Code

Phone Number(s)

Name

Street Address

City

State

Zip Code

Phone Number(s)

If employed by J.M.S. your employment is for no definite term. Employment may be terminated at any time, with or without notice, at either the employee's or the Company's initiation.

I certify that all facts contained in the application are true and complete and acknowledge that J.M.S. Incorporated is relying on the accuracy of the information provided. I authorize J.M.S. Incorporated to verify the accuracy of the information provided herein, and I authorize former employers, educational institutions and credit agencies to release information concerning me to J.M.S. Incorporated. I also authorize J.M.S. Incorporated to give references and provide information about me in response to inquiries subsequent to my employment if hired. I understand that falsification, misrepresentation, or omission of requested facts may result in denial of employment or, if employed, may result in dismissal at the will of either myself or J.M.S. Incorporated. I also understand and agree that no one has authority to promise me job security or continued employment, except the President of J.M.S. Incorporated in a formal written agreement signed by both of us.

I HAVE READ AND UNDERSTAND THE FOREGOING

Printed Name

Signature

Date