



## EMPLOYMENT APPLICATION

G-Squared and its clients provide equal employment opportunities to qualified individuals without regard to race, color, religion, sex (including pregnancy, childbirth, and related medical conditions), national origin, age, citizenship, physical or mental disability, or status as a disabled veteran.

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State:** \_\_\_\_\_

**Zip/Postal Code:** \_\_\_\_\_

**SS Number:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**Hours Available to Work:**

**Mon** \_\_\_\_\_

**Tues** \_\_\_\_\_

**Wed** \_\_\_\_\_

**Thurs** \_\_\_\_\_

**Fri** \_\_\_\_\_

**Sat** \_\_\_\_\_

**Sun** \_\_\_\_\_

Full-Time     Part-time     Full or part-time

**Position Applied for:** \_\_\_\_\_

**Salary Desired:** \_\_\_\_\_

**Available Starting Date?** \_\_\_\_\_

**Education**

Type of School	Name of School and Complete Mailing Address	No. Years Completed	Major or Degree
High School			
College Bus. or Trade School			
Professional School			
Other			

Have you ever been convicted (including a guilty plea) of a crime, excluding misdemeanors:     yes     no

If yes, please explain

Do you have a drivers license?     yes     no

If yes:    Number: \_\_\_\_\_    State of issue: \_\_\_\_\_

Have you served in the armed forces?     yes     no

Are you legally authorized to work in the U.S.?     yes     no

Are you over the age of 18?     yes     no

May we perform a background and credit check on you?     yes     no

# Previous Employment (most recent employer first)

1.

Name of Employer: \_\_\_\_\_

Name of last supervisor: \_\_\_\_\_

Dates of employment:

From: \_\_\_\_\_ To: \_\_\_\_\_

Salary:

Start: \_\_\_\_\_ End: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Last job title: \_\_\_\_\_

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact this employer:  yes  no

2.

Name of Employer: \_\_\_\_\_

Name of last supervisor: \_\_\_\_\_

Dates of employment:

From: \_\_\_\_\_ To: \_\_\_\_\_

Salary:

Start: \_\_\_\_\_ End: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Last job title: \_\_\_\_\_

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact this employer:  yes  no

If you selected 'No' for the contact option of either employer, briefly state the reason:

Continue on the next page

**List any work experience, skills, or qualifications that you feel especially qualify you for the job you are applying for:**

--

**Please list 2 references other than relatives and previous employers**

Name		
Position		
Company		
Telephone		

**Use this space to add any additional information necessary to describe your full qualifications for the position which you are applying:**

--

\*Attach additional work information sheets if necessary

I affirm the information I gave in this Employment Application is true and complete. I understand that G-Squared may refuse to hire me or, if I am hired by G-Squared, may discharge me if I gave false or misleading information in this application. I understand that persons hired for certain job classifications are required to undergo a physical examination and drug test before beginning work and a post accident drug test will be required after all work related injuries. No compensation shall be allowed if the employee refuses to submit to or cooperate with a blood or urine test. Any offer of employment or continuation of employment after injury is conditioned upon satisfactory completion of the physical examination and drug test. Are you willing to undergo a physical examination and drug test if you are offered employment with G-Squared?

yes     no

**MISREPRESENTATIONS AS TO PREVIOUS PHYSICAL OR MENTAL CONDITIONS MAY VOID YOUR WORKERS COMPENSATION BENEFITS**

Unless I checked "no" to indicate that I do not want G-Squared to contact a former employer to obtain employment references and gave the reason for that choice, I authorize each person, school, or former employer identified in this application to provide G-Squared with any information G-Squared may request and I release each such person, school, or employer from any liability or damage related in any way to the furnishing of such information to G-Squared. I understand that if I am hired by G-Squared, G-Squared may terminate my employment at any time and for any reason G-Squared deems sufficient. I understand that no manager, supervisor, employee, or other G-Squared representative has any authority to promise employment for a particular length of time, or to make any other promise or other representation about my continued employment with G-Squared.

Applicant Signature:  Date: \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

**Remarks:**

--