



Application For Employment

Applicant Name: _____

Date: ___/___/___

Email Address: _____

Current Address: _____

	Street Address	City	State	Zip
Telephone:	_____	AND/ OR	_____	
	Cell Phone		Alternate Phone	
	Best time to contact you ___:___ AM/PM			

Position(s) applying for: _____

Type of work desired: Full-Time Part-Time Temporary

Date you will be available to start working: ___/___/___

Please Indicate 1st 2nd 3rd Shift

Please Indicate Mornings Afternoons Evenings

What is your desired salary range? \$_____ /hour

How were you referred to us? _____

Are you currently employed? Yes No

Are you able to meet the attendance requirements? Yes No

Do you have any objection to working overtime if necessary? Yes No

Have you ever filed an application with us before?
If yes, give date: Yes No

Have you ever been employed with us before?
If yes, give date: Yes No

Do any of your friends or relatives work here?
If yes, state name relationship and location: Yes No

Are you legally eligible for employment to work in this country?
(Please note: proof of employment eligibility will be required.) Yes No

Have you been convicted of a felony within the last five years?
A criminal record does not constitute an automatic bar to employment
and will be considered only as it relates to the job in question. Yes No

Employment History

Please provide the following employment information for your past three employers starting with the most recent.

Employer: _____ Phone: _____

Full Address: _____

Street Address City State Zip

Immediate Supervisor and Title: _____

Immediate Supervisor Phone: _____ Supervisory e-mail: _____

Dates Employed: From To Salary: _____

Essential duties: _____

Reason for leaving: _____

May we contact this employer? Yes No If no, please state why

Employer: _____ Phone: _____

Full Address: _____

Street Address City State Zip

Immediate Supervisor and Title: _____

Immediate Supervisor Phone: _____ Supervisory e-mail: _____

Dates Employed: From To Salary: _____

Essential duties: _____

Reason for leaving: _____

May we contact this employer? Yes No If no, please state why

Employer: _____ Phone: _____

Full Address: _____

Street Address City State Zip

Immediate Supervisor and Title: _____

Immediate Supervisor Phone: _____ Supervisory e-mail: _____

Dates Employed: From To Salary: _____

Essential duties: _____

Reason for leaving: _____

May we contact this employer? Yes No If no, please state why

Other Skills and Qualifications:

Summarize any job-related training, skills, licenses, certificates, and/or other qualifications:

Education History

A. List the last three (3) schools attended & the location, starting with the most recent. B. List the number of years completed. C. Indicate degree or diploma earned, if any. D. List field(s) of study (Major & Minors)

A. Name & Location of School	B. # Years Completed	C. Degree	D. Fields of Study

Personal References

List the name of 3 references. Please do not include relatives or employers.

Name:	Telephone Number:	Years known:

Please see page four for authorizations & acknowledgements. Signature required.

Application for Employment Authorizations & Acknowledgements

and all other persons or organizations for providing such information. I understand that Milton Creamery may request an investigative consumer report from a consumer-reporting agency. This report may include information as to my character, reputation, personal characteristics and mode of living obtained from interviews with neighbors, friends, former employers, schools and others. I understand that I have a right to make a written request within a reasonable time for disclosure of the name and address of the consumer reporting agency so that I may obtain complete disclosure of the nature and scope of the investigation.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

I understand that Milton Creamery is an equal opportunity employer and does not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

I understand that it is the policy of this organization not to discriminate against any applicant or refuse to hire a qualified individual with a disability because of that persons need for a reasonable accommodation as required by the ADA.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Milton Creamery to hire me. If I am employed, I acknowledge that employment is at-will, there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either the employer or I can terminate the relationship at-will, with or without cause or notice, at any time consistent with applicable state or federal law. No supervisor, manager or employee has authority to enter into a contract for employment for any specified period or to make an agreement for employment other than at-will. Only the CEO of the Company has the authority to make any such agreement and then only in writing.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I understand that Milton Creamery requires successful completion of a pre-employment background check, drug test and alcohol test as a condition of employment.

_____|_____
Applicants Signature Date

Applicants Name Printed