



236 West Caracas, Hershey PA 17033
Phone: 717-533-2869

- Administrative
- Operations
- Personnel

APPLICATION FOR EMPLOYMENT

(Please Print Plainly)

All questions must be answered or this application will be considered incomplete and void.
Use N/A if answer does not apply to you.

The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, religion or national origin. National Labors Relations Act prohibits discrimination because of age. Your application will be reviewed on basis of your qualifications. Thank you for taking the time to complete this application.

Date _____

Name _____ Social Security No. _____

Present Address _____
NO. STREET CITY STATE ZIP

How many years have you lived at this address? _____

Telephone Number () _____

Position applied for: _____

Full Time Part Time

Rate of pay expected \$ _____ per _____

Are there any experiences, skills, or qualifications which you feel would especially fit you for work with the company? _____

How did you learn of this opening? _____

Do you have any objection to Saturday work/Night work or overtime? _____

If hired, on what date will you be available to start work? _____

If hired, do you have a reliable means of transportation to get to work? _____

Is there any reason why you might be unable to perform any of the job duties? Specify _____

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses?

No Yes

If yes, describe in full _____

Have you ever been disciplined or fired? _____ Why? _____

Do you have a right to work in the United States? _____

Education:	Name & Address of School	Course of Study	No. of Yrs. Attended	Graduated Yes/No	Year
Elementary _____					
High _____					
College _____					
Other _____					

Personal Reference - Exclude Relatives or Former Employers:

Name	Address	Phone Number
1. _____		
2. _____		

WORK HISTORY Employed: From _____ To _____ Pay Rate _____	Name & Address of Employer Supervisor _____	Job Description Reason for Leaving _____
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Person to be notified in case of accident or emergency

Name _____ Phone No. _____
Address _____

Personnel Records - Do Not Write In This Space

Starting Date _____ Social Security No. _____
Position _____ Department _____
Employee No. _____ Clock No. _____
Rate _____ Job Class _____
Local Tax _____ Shift _____
Date of Birth _____ School District _____
Interview Comments: _____
