

Employment Application

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|---|-------------------------|--------------------------------------|---|-----------------------------|------------------------------|----------------------------------|----------|--------|
| Name: Last, First, M.I. | | Date of Birth: | | Telephone: | | | | |
| | | | | Cell: | | | | |
| Present Address: Street | | City | | State | | Zip Code | | |
| | | | | | | | | |
| Desired Pay: | Date available to work: | | Total hours available to work: | | | Position applied for | | |
| | | | | | | | | |
| Any objections to working: | | Do you have reliable transportation? | | | Availability: | | | |
| Weekends: ___ Holidays: ___ | | Yes ___ No ___ | | | FullTime: ___ Part Time: ___ | | | |
| Nights: ___ | | | | | | | | |
| Hours Available to work: | | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| From: | | | | | | | | |
| To: | | | | | | | | |
| | | | | | | | | |
| Education & Training | | | | | | | | |
| High School | Name and location: | | Last Year Completed | Graduation Year | Are still enrolled? | Degree or Diploma | | |
| | Course of Study: | | | | | | | |
| College | Name and location: | | Last Year Completed | Graduation Year | Are still enrolled? | Degree or Diploma | | |
| | Course of Study: | | | | | | | |
| Other | Name and location: | | Last Year Completed | Graduation Year | Are still enrolled? | Degree or Diploma | | |
| | Course of Study: | | | | | | | |
| Cashier Skills: | | | Computer Skills: | | | | | |
| Typing skills: | | | | | | | | |
| Have you ever been convicted of a felony? Yes ___ No ___ (Will not necessarily result in disqualification) | | | Do you have the legal right to remain and work permanently in the USA? Yes ___ No ___ | | | If not what is your visa number? | | |
| | | | | | | | | |
| What is your favorite attribute in a job? | | | | What do you dislike in job? | | | | |
| | | | | | | | | |
| Please write a few sentences on why you are applying with MoonLite Tan, what qualities you can bring to the position, and what you expect of us as employers. | | | | | | | | |
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| * Please complete reverse side * | | | | | | | | |

Employment Record - Begin with current or most recent employer, Including Military Service

| | | |
|---------------------|--|---|
| Company Name: | Salary: \$ | Dates employed: From ____ / ____ to ____ / ____ |
| | Phone: | Name and Title of Supervisor: |
| Address: | Describe your daily work duties: | |
| Reason for leaving: | May we contact this employer? Yes ___ No ___ | |

| | | |
|---------------------|--|---|
| Company Name: | Salary: \$ | Dates employed: From ____ / ____ to ____ / ____ |
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| | | |
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| Address: | Describe your daily work duties: | |
| Reason for leaving: | May we contact this employer? Yes ___ No ___ | |

List at least three personal references:

| Name | Address | Phone Number | Years known |
|------|---------|--------------|-------------|
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| | | | |
| | | | |

* Attach resume to back of application *