



# Employment Application

## Personal Data

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

E-mail: \_\_\_\_\_

Permanent Address:

\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Home Work Cell

## Job Interest

Position Applied For: \_\_\_\_\_

Indicate Availability:            Full Time            Part Time            Temporary

Date Available to Start: \_\_\_\_\_

Referral Source:            Employee Referral            Friend            Associate  
   Advertisement            Job Fair            Ascendent Website  
   Internet Job Posting            Other

Desired Salary Range: \_\_\_\_\_ to \_\_\_\_\_

Have you ever been employed by Ascendent before?            Yes            No

If yes, location and dates of employment: \_\_\_\_\_

Are you legally permitted to work in this country?            Yes            No

Are you above the minimum working age of 21?            Yes            No

Have you ever been convicted of a felony?            Yes            No

If yes, please explain: \_\_\_\_\_

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*[NOTE: A positive response is not an automatic bar to employment with the company. The offense for which the person was convicted in relation to the position for which they have applied will be considered.]*



**Education**

*[Not required if information is provided in a current Resume]*

Type	Name & Location	Major	Graduated / Currently Enrolled
High School		N/A	
College			
Graduate School			
Business, Trade, Technical			
Other			

**Employment History**

Primary Job Skills / Qualifications (list five)

Rate Your Skill/Qualification Level  
[1 being the lowest and 5 the highest]

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

List previous three employers beginning with most recent:

Company Name: \_\_\_\_\_

Business Type: \_\_\_\_\_

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

Business Phone: \_\_\_\_\_

Position: \_\_\_\_\_ Full Time    Part Time    Temporary

Employment Dates (MM/YYYY): From \_\_\_\_\_ to \_\_\_\_\_

Ending Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ May we contact?    Yes    No



Company Name: \_\_\_\_\_

Business Type: \_\_\_\_\_

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

\_\_\_\_\_

Business Phone: \_\_\_\_\_

Position: \_\_\_\_\_ Full Time Part Time Temporary

Employment Dates (MM/YYYY): From \_\_\_\_\_ to \_\_\_\_\_

Ending Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ May we contact? Yes No

Company Name: \_\_\_\_\_

Business Type: \_\_\_\_\_

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

\_\_\_\_\_

Business Phone: \_\_\_\_\_

Position: \_\_\_\_\_ Full Time Part Time Temporary

Employment Dates (MM/YYYY): From \_\_\_\_\_ to \_\_\_\_\_

Ending Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ May we contact? Yes No

**Professional References**

(Please list three professional references below)

Name	Company / Title	Business Phone	Email

I, \_\_\_\_\_, hereby declare that the facts set forth in this application are true and complete. I also understand that, and give permission for, a background verification/check to be performed and that if I am employed, any false information stated in this application shall be sufficient cause for dismissal.