

# Application for Employment

<b>PERSONAL DATA</b>		Today's Date	
Name			
Street Address		City	State      Zip
Telephone Number	What Company you are applying for a job with?	What Position are you applying for?	
		Do you want Part time or Full Time? (Please circle)	
Date you can start work	Desired Pay per hour	Do you have a High School Diploma or GED?	
Desired number of hours per week:			
Days/Hours of Availability:			
Are you authorized to work in the U.S. on an unrestricted basis?			
Have you ever been convicted of a felony? (Convictions will not necessarily disqualify an applicant for employment.) Yes If yes, explain:			
What are the job responsibilities of the job you are applying for?			
Why are you a good fit for this job?			
Education:			
	School Name	Degree	City/State
High School			
College			
Other			
SPECIAL SKILLS List any special skills or experience that you feel would help you in the position that you are applying for			

REFERENCES Please list 3 **professional** references not related to you.

Name	Address/City/State	Phone	Relationship

<b>Present Job Title</b>			Start Date	End Date
Company Name		Supervisor's Name		Phone Number
City	State		Zip	
Duties:				
Reason for Leaving			Starting Salary	Ending Salary

**May we contact your present employer?**

**Please tell us about your previous jobs.**

<b>Job Title</b>	Start Date	End Date
Company Name	Supervisor's Name	Phone Number
	May we contact for a reference?	
City	State	Zip
Duties:		
Reason for Leaving		Starting Salary
Ending Salary		
<b>Job Title</b>	Start Date	End Date
Company Name	Supervisor's Name	Phone Number
	May we contact for a reference?	

City	State	Zip
Duties.		
Reason for Leaving	Starting Salary	Ending Salary
Job Title	Start Date	End Date
Company Name	Supervisor's Name	Phone Number
	May we contact for a reference?	
City	State	Zip
Duties:		
Reason for Leaving	Starting Salary	Ending Salary

What do you know about Simply Sweet Cupcakes, LLC?

Is there anything else you would like us to know about you?

I certify that the facts set forth in this Application for Employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions or misrepresentations may result in my dismissal. I authorize the Employer to make an investigation of any of the facts set forth in this application and release the Employer from any liability. The employer may contact any listed references on this application.

I acknowledge and understand that the company is an "at will" employer. Therefore, any employee (regular, temporary, or other type of category employee) may resign at any time, just as the employer may terminate the employment relationship with any employee at any time, with or without cause, with or without notice to the other party.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date