

Employment Application



Palay Display Industries, Inc.
10901 Louisiana Ave. South Suite #109
Bloomington, MN 55438
Phone: (952) 983-2026 Fax: (952) 983-2030
Email: employment@palaydisplay.com

POSITION APPLIED FOR

Title: _____

Department: _____

Date You Are Available: _____

FOR OFFICIAL USE ONLY

Date Received: _____

PERSONAL INFORMATION

Name: _____ SSN: _____
Last First MI

Present Address: _____
Address / PO Box City State Zip Code

Permanent Address: _____
Address / PO Box City State Zip Code

Phone # _____ Message # _____ Drivers License? Yes [] No [] Class _____

In case of emergency, notify: _____
Name Phone # Relationship

EDUCATION

High School: _____ [] Diploma [] GED Diploma [] None
Name / City / State of School

College, University or Professional School:

<u>Name and Location of School</u>	<u>Dates of Attendance</u>	<u>Credit Hrs Earned</u>	<u>Course of Study</u>	<u>Degree</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

GENERAL INFORMATION

Type of work sought (be specific): _____

Date you can start: _____ Salary or wage expected: _____

Check if you are willing to accept: [] Full Time [] Part Time [] Permanent [] Temporary

Are you of at least 18 years of age: Yes [] No []

Have you been convicted of a felony: Yes [] No [] If yes, what charges: _____

Where Convicted: _____ Date: _____

Have you ever been known by any other name? Yes [] No [] If yes, what name? _____

Are you a U.S. citizen or are legally authorized to work in the US? Yes [] No []

Special Skills/Abilities/Certificates/License(s)/Equipment Operated: _____

MILITARY INFORMATION

Are you a veteran? Yes [] No [] Branch: _____

Dates of Service: From: _____ To: _____

EXPERIENCE Describe in detail your work experience, beginning with your current employer. Use a separate block to describe each position. Provide an explanation of any gaps in employment. If needed, attach additional sheets, using the same format as the application. **Resumes are acceptable for the description of duties and responsibilities only.** All other information in this section **must** be completed.

Are you presently employed: Yes [] No [] If yes, may we contact your present employer: Yes [] No []

Name of Present or Last Employer: _____

Address: _____

Your Job Title: _____ Supervisor's Name: _____

From: _____ To: _____ Hours per Week: _____ Wage/Salary: _____

Duties & Responsibilities: _____

Reason for Leaving: _____

Name of Next Previous Employer: _____

Address: _____

Your Job Title: _____ Supervisor's Name: _____

From: _____ To: _____ Hours per Week: _____ Wage/Salary: _____

Duties & Responsibilities: _____

Reason for Leaving: _____

Name of Next Previous Employer: _____

Address: _____

Your Job Title: _____ Supervisor's Name: _____

From: _____ To: _____ Hours per Week: _____ Wage/Salary: _____

Duties & Responsibilities: _____

Reason for Leaving: _____

REFERENCES

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

I am aware that any **omissions, falsifications, misstatements, or misrepresentations** above may disqualify me for employment consideration and, if I am hired, may be grounds for termination at a later date. I understand that any information that I give in this application or in the continuing application process may be subject to verification and investigation. I consent to the release of information about my ability, employment history, and fitness for employment by employers, schools, law enforcement agencies, and other individuals or organizations to investigators, personnel staff and authorized representatives of Palay Display Industries, Inc. for employment purposes. This consent shall continue to be effective during my employment if I am hired. I certify to the best of my knowledge and belief all of the statements contained herein and on any attachments are **true, correct, complete, and made in good faith.**

SIGNATURE: _____ DATE: _____