



EMPLOYMENT APPLICATION
 Complete all unshaded areas. Abbreviate as necessary.
 Must be complete even if you have a resume.
 Please use ball point pen.

TODAY'S DATE
 / /

1. NAME /LAST/ FIRST/ MIDDLE			HOME PHONE ()
ADDRESS			BUSINESS PHONE ()
CITY	STATE	ZIP	CELL PHONE ()
EMAIL			

2. EMPLOYMENT RECORD - LAST POSITION FIRST					
FIRM NAME 1	TYPE OF CO		REASON LEFT/LEAVING		
SUPERVISOR: NAME/TITLE	YOUR TITLE				
PERSONNEL DIR'S NAME	PHONE				
ADDRESS/CITY/STATE/ZIP	START SAL \$	LAST SAL \$	FROM /	-	TO /
FIRM NAME 2	TYPE OF CO		REASON LEFT/LEAVING		
SUPERVISOR: NAME/TITLE	YOUR TITLE				
PERSONNEL DIR'S NAME	PHONE				
ADDRESS/CITY/STATE/ZIP	START SAL \$	LAST SAL \$	FROM /	-	TO /
FIRM NAME 2	TYPE OF CO		REASON LEFT/LEAVING		
SUPERVISOR: NAME/TITLE	YOUR TITLE				
PERSONNEL DIR'S NAME	PHONE				
ADDRESS/CITY/STATE/ZIP	START SAL \$	LAST SAL \$	FROM /	-	TO /

3. EDUCATION RECORD					
HIGH SCHOOL	CITY/STATE	DEGREE	# OF CRDT.	MAJOR	GRADE AVG.
COLLEGE	CITY/STATE	DEGREE	YR GRAD OR # OF CRDT.	MAJOR	GRADE AVG.

4. TO AVOID DUPLICATION, LIST RECENT INTERVIEWS		
1. CO: _____	POSITION: _____	INTERVIEWER: _____
1. CO: _____	POSITION: _____	INTERVIEWER: _____
1. CO: _____	POSITION: _____	INTERVIEWER: _____

5. LIST 3 CO-WORKERS AS PERSONAL REFERENCES			
NAME 1	POSITION	BUS. PHONE	
COMPANY	ADDRESS	CITY/STATE	HOME PHONE
NAME 2	POSITION	BUS. PHONE	
COMPANY	ADDRESS	CITY/STATE	HOME PHONE
NAME 3	POSITION	BUS. PHONE	
COMPANY	ADDRESS	CITY/STATE	HOME PHONE

THIS AREA IS FOR OFFICE USE ONLY						
MIN. ANNUAL SALARY	MIN. HOURLY RATE	TEST SCORES	LOCATION	INDUSTRY	MKT. RATING	INTERVIEWER
REMARKS						

IF YOU ARE INTERESTED IN TEMPORARY EMPLOYMENT PLEASE COMPLETE SECTIONS 6-11.

6. Are you collecting unemployment benefits? Yes No How Long?

7. Have you ever been bonded? Yes No Ever been refused bond? Yes No

8. Have you ever been convicted of a crime? Yes No

9. I will usually travel to work by Public Transportation Car

10. In emergency, notify: Name: Phone:

11. Have you ever worked as a tempory employee? Yes No Where:

12. How did you hear of Merritt Staffing? Internet Reputation Yellow Pages
 Newspaper Ad (Name) Referral (Name)

PLEASE READ & SIGN.

APPLICANT HEREBY AGREES AS FOLLOWS:

- UPON THE CONCLUSION OF ANY JOB INTERVIEW RESULTING FROM MERRITT STAFFING, I WILL IMMEDIATELY REPORT THE RESULTS EITHER BY PHONE OR IN PERSON TO THE COUNSELOR WHO REFERRED ME.
- MERRITT STAFFING MAY CHECK ANY INFORMATION AND/OR REFERENCES ENTERED HEREIN.
- MERRITT STAFFING IS AUTHORIZED TO USE MY EMPLOYMENT HISTORY VERBALLY, IN WRITING, AND IN PRINT TO ALL POTENTIAL EMPLOYERS WITH THE EXCEPTION OF _____

IF YOU ARE SIGNING UP FOR TEMPORARY EMPLOYMENT YOU AGREE AS FOLLOWS:

- I UNDERSTAND THAT MERRITT STAFFING'S CONTINUING ABILITY TO PROVIDE TEMPORARY WORK FOR ME AND OTHERS DESIRING TEMPORARY WORK, DEPENDS UPON THE QUALITY OF SERVICE RECEIVED BY CLIENTS.
- IF ANY MERRITT STAFFING CLIENT TO WHOM I HAVE BEEN ASSIGNED OFFERS ME A PERMANENT, TEMPORARY, OR PART-TIME JOB WITHIN 90 DAYS OF THE END OF SUCH ASSIGNMENT, I WILL PROMPTLY NOTIFY MERRITT STAFFING AND WILL AND WILL NOT ACCEPT SUCH OFFERS BEFOREHAND.
- TO THE BEST OF MY KNOWLEDGE, ALL INFORMATION GIVEN ON THIS APPLICATION IS TRUE. I UNDERSTAND THAT MY FAILURE TO COMPLY WITH ANY PROVISION HEREOF MAY BE CAUSE FOR THE TERMINATION, WITHOUT NOTICE, OF MY EMPLOYMENT RELATIONSHIP WITH MERRITT STAFFING.

ALL APPLICANTS

SIGNATURE _____ DATE _____ / _____ / _____