



2200 N. Stevens St.
 El Paso, Texas 79930
 915•565•8361

Application for Employment (Please print)

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: () _____ E-mail Address: _____

Date Available: _____

Position Applied for: _____

Are you authorized to work in the United States? YES NO

Are you at least 18 years of age? YES NO

Have you ever worked for this company? YES NO If so, when? _____

Have you ever been indicted and/or convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____
 Did you graduate? YES NO Degree: _____

College: _____ Address: _____
 Did you graduate? YES NO Degree: _____

Other: _____ Address: _____
 Did you graduate? YES NO Degree: _____

References

Please list one personal and two professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: () _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: () _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: () _____

Address: _____

Indicate languages you speak, read, and/or write.

	FLUENT	GOOD	FAIR
Speak			
Read			
Write			

Previous Employment

Start with your present or last job. Include military service assignments and volunteer activities.

Company: _____ Phone: (____) _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: (____) _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: (____) _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Special Skills and Qualifications

Summarize special skills and qualifications
acquired from employment or other experience:

Disclaimer and Signature

I certify that my answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules and regulations of the Center.

Signature: _____ Date: _____