

## EMPLOYMENT APPLICATION

PLEASE PRINT AND ANSWER ALL QUESTIONS COMPLETELY

**PERSONAL INFORMATION**

TODAY'S DATE \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

**FULL NAME**  
 FIRST \_\_\_\_\_ MIDDLE INITIAL \_\_\_\_\_ LAST \_\_\_\_\_

**CURRENT ADDRESS**  
 STREET ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**SOCIAL SECURITY NUMBER**  
 \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Business Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ e-mail address \_\_\_\_\_

**WHAT PROMPTED YOU TO APPLY? (CHECK ONE ONLY)**  
 Walk-in  Sign posted  
 Employee referral; name of employee \_\_\_\_\_  Other \_\_\_\_\_

POSITION THAT YOU ARE APPLYING FOR: 1) \_\_\_\_\_ 2) \_\_\_\_\_  
 Full-Time  Part-Time  Temporary

HOURLY AVAILABLE (indicate AM/PM)

HOURS	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
FROM							
TO							

DATE AVAILABLE FOR WORK \_\_\_\_/\_\_\_\_/\_\_\_\_ SALARY DESIRED Per Hour \$ \_\_\_\_\_

DO YOU HAVE A RELATIVE EMPLOYED AT DeVITIS & SONS INC.? PLEASE CHECK  Yes  No

PLEASE STATE Name \_\_\_\_\_ Position \_\_\_\_\_

HAVE YOU WORKED FOR DeVITIS & SONS INC. PREVIOUSLY?  Yes  No Dates \_\_\_\_\_

ARE YOU AT LEAST 18 YEARS OF AGE?  Yes  No

IF YOU ARE UNDER 18, CAN YOU FURNISH A WORK PERMIT?  Yes  No

DO YOU HAVE A LEGAL RIGHT TO WORK IN THIS COUNTRY?  Yes  No (Proof of identity and employment eligibility will be required upon employment)

DO YOU NOW OR WILL YOU IN THE FUTURE REQUIRE VISA SPONSORSHIP FOR EMPLOYMENT?  Yes  No

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

IS THERE ANY TIME OF THE YEAR WHERE YOU REQUIRE TIME OFF?  Yes  No

If yes, please give dates and explain \_\_\_\_\_

**Education (cont. on next page)**

**Education (cont.)**

NAME OF SCHOOL	COURSE COMPLETED / GRADUATION STATUS	DEGREE / CERTIFICATION RECEIVED	MAJOR / CONCENTRATION
HIGH SCHOOL:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Diploma <input type="checkbox"/> GED	
COLLEGE / UNIVERSITY:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Associates <input type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> Doctorate	
COLLEGE / UNIVERSITY:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Associates <input type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> Doctorate	
OTHER:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Please explain:	

PROFESSIONAL LICENSES / CERTIFICATIONS \_\_\_\_\_

HONORS / SPECIAL RECOGNITION \_\_\_\_\_

EXTRACURRICULAR ACTIVITIES \_\_\_\_\_

OFFICES HELD (at work/school/other) \_\_\_\_\_

**EMPLOYMENT HISTORY**

*Note: A resume will not substitute for this section*

List all work experience, military service, self-employment and periods unemployed during the last 15 years, beginning with the most recent. Volunteer work is considered valid work experience. Attach an additional sheet if necessary.

COMPANY NAME	EMPLOYMENT DATES FROM ___ / ___ / ___ TO ___ / ___ / ___	TOTAL TIME w/COMPANY (yrs/mos)	SALARY Start \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr Ending \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr
POSITION	SUPERVISOR NAME & TITLE	DUTIES	
ADDRESS (street, city, state, zip)	SUPERVISOR PHONE NUMBER (____) _____ - _____	REASON FOR LEAVING	

EXPLAIN TIME BETWEEN JOBS:

COMPANY NAME	EMPLOYMENT DATES FROM ___ / ___ / ___ TO ___ / ___ / ___	TOTAL TIME w/COMPANY (yrs/mos)	SALARY Start \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr Ending \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr
POSITION	SUPERVISOR NAME & TITLE	DUTIES	
ADDRESS (street, city, state, zip)	SUPERVISOR PHONE NUMBER (____) _____ - _____	REASON FOR LEAVING	

EXPLAIN TIME BETWEEN JOBS:

**EMPLOYMENT HISTORY (cont.)**

COMPANY NAME	EMPLOYMENT DATES FROM ___/___/___ TO ___/___/___	TOTAL TIME w/COMPANY (yrs/mos)	SALARY Start \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr Ending \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr
POSITION	SUPERVISOR NAME & TITLE	DUTIES	
ADDRESS (street, city, state, zip)	SUPERVISOR PHONE NUMBER ( _____ ) - _____	REASON FOR LEAVING	

EXPLAIN TIME BETWEEN JOBS:

COMPANY NAME	EMPLOYMENT DATES FROM ___/___/___ TO ___/___/___	TOTAL TIME w/COMPANY (yrs/mos)	SALARY Start \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr Ending \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr
POSITION	SUPERVISOR NAME & TITLE	DUTIES	
ADDRESS (street, city, state, zip)	SUPERVISOR PHONE NUMBER ( _____ ) - _____	REASON FOR LEAVING	

EXPLAIN TIME BETWEEN JOBS:

COMPANY NAME	EMPLOYMENT DATES FROM ___/___/___ TO ___/___/___	TOTAL TIME w/COMPANY (yrs/mos)	SALARY Start \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr Ending \$ _____ <input type="checkbox"/> hr <input type="checkbox"/> yr
POSITION	SUPERVISOR NAME & TITLE	DUTIES	
ADDRESS (street, city, state, zip)	SUPERVISOR PHONE NUMBER ( _____ ) - _____	REASON FOR LEAVING	

EXPLAIN TIME BETWEEN JOBS:

OTHER NAME(S) UNDER WHICH EMPLOYMENT, PROFESSIONAL LICENSE(S) OR CERTIFICATION(S), AND EDUCATION MAY BE VERIFIED

**OTHER INFORMATION**

**ALL APPLICANTS**

A conviction record will not necessarily be a bar to employment. Applicants with a sealed record on file can answer "no record" to any inquiries about criminal charges. Have you ever been convicted of a felony?  Yes  No record

Within the last five (5) years, have you been convicted of, or released from incarceration, for a misdemeanor which was **NOT** a first offense for drunkenness, simple assault, speeding, a minor traffic violation, an affray, or disturbing the peace?  Yes  No record

If "yes" to either question, please give details including date, location (city), nature of offense, and disposition:

**OTHER INFORMATION (cont.)**

**PRE-EMPLOYMENT DRUG TESTING**

I understand that, as a condition of employment, I may be required to take a test for substances of abuse, except where prohibited by law.

Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

On entering the employ of DeVitis & Sons Inc., I agree to conform to the rules and regulations of the company and acknowledge that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at the option of either the company or myself. I understand that no policy, benefit, or procedure contained in any handbook creates an employment contract for any period of time, and no terms or conditions of employment contrary to the foregoing should be relied upon except for those made in writing by a designated officer of the company.

All of the information on this application is truthful and factual and it is my understanding that should any falsification or material omission be discovered, it will constitute grounds for nonacceptance or dismissal.

Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

At DeVitis Market Inc., we value diversity in our organization, and we are an equal opportunity employer. We do not discriminate against any applicant because of race, religion, color, sex, sexual orientation, age, national origin, physical and/or mental disability, marital and/or familial status, pregnancy, and military status.