



107 West Main Street
Madelia, MN 56062
1-507-642-3600

Employment Application

Complete application in its entirety

Date: _____

Name: _____
(Last) (First) (Middle)

Address: _____
(Street) (City) (State) (Zip)

Day time phone number: _____ Soc. Sec. #: _____

State name of relative(s) in our employ: _____ Referred by: _____

Employment Desired:

Position: _____ Start date: _____ Desired salary: _____

Are you currently employed? yes no May we contact your employer? yes no

Have you ever applied to this company before? yes no When? _____

Education:

School	Name and Location	Graduated		Major Subjects	GPA
		Yes	No		
High School	_____				

College	_____				

Other (specify)	_____				

Subjects of special study or research work:

Special training:

Employment Application Continued

List your last employer(s), starting with most recent.

Date Month and Year	Name and Address of Employer	Salary	
From		\$	Position:
To		Hr. Mo. Yr.	Reason for Leaving:
From		\$	Position:
To		Hr. Mo. Yr.	Reason for Leaving:
From		\$	Position:
To		Hr. Mo. Yr.	Reason for Leaving:
From		\$	Position:
To		Hr. Mo. Yr.	Reason for Leaving:

References not related to you

Name	Address	Business	Phone Number

In case of emergency, notify: _____
(Name)

Address: _____ Phone: _____

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any previous notice.

Signed: _____ Date: _____

— OFFICE USE ONLY —

Interviewed by: _____	Date: _____
Remarks: _____ _____	
Neatness: _____	
Ability: _____	
Position: _____	Start date: _____ Salary: _____
Approval: _____	