



Please Print: **Application For Employment**

**PERSONAL INFORMATION**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (Middle) \_\_\_\_\_  
 Present Address: (must have 3 years of address listed) \_\_\_\_\_  
 Previous Address: \_\_\_\_\_  
 Previous Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Are you legally authorized to work in the U.S.  Yes  No Are You Under The Age Of 18?  Yes  No  
 If Hired, Can You Furnish Proof That You Are Legally Permitted To Work In The U.S.?  Yes  No  
 Referred By:  Advertisement  Friend  Walk-in  Relative  Employment

Case of Emergency notify: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Home phone number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work phone number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**EMPLOYMENT DESIRED**

Position: \_\_\_\_\_ Date You Can Start: \_\_\_\_\_ Salary Desired: \_\_\_\_\_  
 Are You Employed Now?  Yes  No If So, May We Inquire Of Your Present Employer:  Yes  No  
 Type Of Employment You Are Seeking:  Regular  Part-Time  
 Temporary - From \_\_\_\_\_ To \_\_\_\_\_

**EDUCATION**

	Name And Location Of School	The Last Year Completed	Did You Graduate	Subjects Studied And Degree(s) Received
High School		1 2 3 4 ○ ○ ○ ○	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Trade, Business Or Correspondence School		1 2 3 4 ○ ○ ○ ○	<input type="checkbox"/> Yes <input type="checkbox"/> No	
College		1 2 3 4 ○ ○ ○ ○	<input type="checkbox"/> Yes <input type="checkbox"/> No	

What Business Machines Can You Operate:  
 Calculator/Adding Machine  Cash Register  Computer Type WPM \_\_\_\_\_

Special Skills Or Experience?

What Foreign Languages Do You Speak Fluently?

**\*Complete All Marked Areas\***

**FORMER EMPLOYERS**

*List Below Last Three Employers, Starting With The Last One First*

Date: Month and Year	Name, Address and Telephone Number of Employer	Last Pay Rate	Position	Immediate Supervisor	Reason For Leaving
From:					
To:					
From:					
To:					
From:					
To:					

**REFERENCES**

*Give Below The Name Of Three Persons Not Related To You, Whom You Have Known At Least One Year*

Name	Address	Business	Telephone

**PHYSICAL RECORD**

Are you able to perform the essential functions of the job?  Yes  No

What other qualifications should be considered? \_\_\_\_\_

This application was completed by me, all entries upon it and information in it are true and complete to the best of my knowledge. Any false or misleading information furnished by me on this application or other required documents or in connection with my application shall result in denial of employment or, if employed by PRO Resources Corporation, the termination of my employment. PRO Resources Corporation has my consent to make a thorough investigation on my background, including my past employment, references furnished, education and any other activities, and I release all persons, firms or entities supplying such information from any and all liability and damages on account of supplying such information. I further agree to indemnify PRO Resources Corporation against any and all liability that may result from making such an investigation. PRO Resources Corporation participates in E-Verify.

I also acknowledge and understand that I am applying for employment with PRO Resources Corporation, that if hired I will be an employee of PRO Resources Corporation, and that I can be terminated at any time with or without cause. I understand and agree that if I am employed by PRO Resources Corporation, as a condition of my employment with PRO Resources Corporation, PRO Resources Corporation has the right to transfer my services to any available position, therefore, I agree to accept a position that I am qualified to perform. In the event that training may be needed, I agree to participate in any training that may be necessary to satisfy the position. I further agree that I will abide by all the rules, regulations and policies of PRO Resources Corporation and that failure to do so may be cause for termination. I further agree that in the event I am advanced any money by PRO Resources Corporation or any of its subscribers, and fail to make payment as agreed, PRO Resources Corporation may deduct the amount unpaid from any wage I may have coming.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Interviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Should Be Sent To: \_\_\_\_\_



**Stop here unless you have been hired!**