



SPECIALTY PRINTING & DESIGN

Short Form

Employment Application

7201 W Clearwater, B103, Kennewick WA 99336

509.491.3802 FAX

employment@plateau-press.com

PERSONAL INFORMATION

Date _____

Social Security Number _____

Last Name _____ First Name _____ MI _____

Physical Address _____

Mailing Address (if different) _____

Phone Number _____ eMail _____

Are you related to anyone else employed by Plateau Press ? (circle) YES NO If so, whom? _____

English: Read _____ Write _____ Spanish: Read _____ Write _____ Other language(s) _____

Veteran of US Armed Forces : ARMY _____ Navy _____ Air Force _____ Coast Guard _____ Marines _____ Rank _____

Do you have the legal right to be employed in the United States ? (circle) YES NO Proof Doc available ? (circle) YES NO

Do you have a valid drivers license ? (circle) YES NO Do you have reliable transportation for work ? (circle) YES NO

Have you ever been employed by this company before? (circle) YES NO If so, when? _____

EDUCATION

School	City	Years	Degree or Emphasis

EMPLOYMENT DESIRED

Position _____ Salary or Wage Desired _____

Referred by _____ Date you are available to work _____

If hired , are you available for : Full Time _____ Part Time _____ On Call _____ Overtime _____ Work from home _____

Do you have physical limitation that would make standing or sitting for long periods of time difficult? (circle) YES NO

Do you physical limitation that would make lifting up to 50 lbs. (i.e. case of paper) difficult or impossible? (circle) YES NO

REFERENCES

List three persons, not related to you, whom you have known at least one year. Please, do not list religious leaders (Pastor, Priest, Rabbi, Minister, etc.). Preferably, these persons would have knowledge of your character and ability, as an employee.

Name	City	Phone	Relationship
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FORMER EMPLOYERS

Name	City	Dates employed	Reason for leaving
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I authorize investigation of statements made in this application. I understand that misrepresentation or omission of facts, called for here, 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 wages or salary, be terminated at any time without previous notice.

Date _____ Signature _____

Applicant — Do not write below this line

INTERVIEWER NOTES

Neatness _____ Personality _____ Character _____ Ability _____

Date

Interviewer