

EMPLOYMENT APPLICATION



**AMERICAN MAIL
& INSERT**

7104 Crossroads Blvd., #110

Brentwood, TN 37027-2913

www.AM-MAIL.com

Personal Information:

First Name: _____ Middle Initial: _____ Last Name: _____

Social Security Number: _____ - _____ - _____ Date of Birth: ____/____/____

Street Address: _____

City, State, Zip: _____

Phone Number: _____

Are you eligible to work in the United States? ____ Yes ____ No

Have you been convicted of or pleaded no contest to a felony within the last five years? ____ Yes ____ No

If yes, please explain: _____

Do you have a valid in-state drivers license? ____ Yes ____ No State of Issue ____ DL# _____

May American Mail & Insert run a driving record and background check: ____ Yes ____ No

Position Applied For: _____

What date are you available to start work? _____

List any dates/times you are unable to work: _____

Education:

Name and Address of School – Major Degree/Diploma – Graduation Date: _____

Summary of Skills and Qualifications: _____

Languages Spoken – Fluency: _____

Employment History:

1. Employer: _____ City: _____ ST _____
Supervisor: _____ Phone: _____ May we contact them? ____ Yes ____ No
Position Held: _____ Salary: _____ Hire date: ____/____/____ Date left: ____/____/____
Reason for leaving: _____

2. Employer: _____ City: _____ ST _____
Supervisor: _____ Phone: _____ May we contact them? ____ Yes ____ No
Position Held: _____ Salary: _____ Hire date: ____/____/____ Date left: ____/____/____
Reason for leaving: _____

3. Employer: _____ City: _____ ST _____
Supervisor: _____ Phone: _____ May we contact them? ____ Yes ____ No
Position Held: _____ Salary: _____ Hire date: ____/____/____ Date left: ____/____/____
Reason for leaving: _____

References: (Name/Title/Address/Occupation)

1) _____
2) _____
3) _____

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Signature: _____

Print Name: _____ Date: _____