

LUNA'S EMPLOYMENT APPLICATION

Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, ancestry, physical or mental disability, or veteran status.

Date _____

APPLICANT

| | | | |
|--|----------------------------|-------------------|-------------------|
| NAME (Last, First, Middle) | HOME PHONE | WORK PHONE | CELL PHONE |
| | | | |
| STREET | CITY, STATE AND ZIP | | |
| | | | |
| ARE YOU AT LEAST 18 YEARS OF AGE? | BIRTHDATE: | | |
| | | | |
| SOCIAL SECURITY # | DRIVER LICENCE # | | |
| | | | |

DESIRED POSITION

DESIRED SALARY

DATE YOU CAN START

| | | |
|--|--|--|
| | | |
|--|--|--|

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? Yes No

Have you ever been convicted of a felony? Yes No Describe: _____

Are you available for: Full-time Part-time What hours are you available? _____

Have you ever applied for employment here? When? _____ Where? _____

Have you ever been employed by this company? When? _____ Where? _____

Are you presently employed? Yes No

How long have you been out of work before applying in this company? _____

Last day of employment: _____ Date of last pay check received: _____

EDUCATION HISTORY

| | | | |
|--------------------|----------------|--------------------|-----------------|
| HIGH SCHOOL | COLLEGE | CERTIFICATE | TRAINING |
| | | | |

In addition to your work history, are there are other skills, qualifications, or experience that we should consider?

Do you speak, write or understand any foreign languages? _____

EMPLOYMENT HISTORY (start with most recent)

| | | | |
|-----------------|----------------|-------------|-----------|
| POSITION | COMPANY | FROM | TO |
| | | | |

Address _____ Telephone _____

Starting Wage _____ Starting Position _____

Ending Wage _____ Ending Position _____ Reason for leaving _____

Name of Supervisor _____ May we contact? Yes No

Responsibilities _____

EMPLOYMENT HISTORY (start with most recent)

| | | | |
|-----------------|----------------|-------------|-----------|
| POSITION | COMPANY | FROM | TO |
| | | | |

Address _____ Telephone _____

DATE HIRED:

POSITION:

PAY:

Starting Wage _____ Starting Position _____
 Ending Wage _____ Ending Position _____ Reason for leaving _____
 Name of Supervisor _____ May we contact? Yes No
 Responsibilities _____

EMPLOYMENT HISTORY (start with most recent)

| POSITION | COMPANY | FROM | TO |
|----------|---------|------|----|
| | | | |

Address _____ Telephone _____
 Starting Wage _____ Starting Position _____
 Ending Wage _____ Ending Position _____ Reason for leaving _____
 Name of Supervisor _____ May we contact? Yes No
 Responsibilities _____

REFERENCES (not related to you)

| | | | |
|----------------|----------------------------|--------------------|---------------------|
| 1. NAME | PHONE | YEARS KNOWN | RELATIONSHIP |
| | | | |
| ADDRESS | CITY, STATE AND ZIP | | |
| | | | |
| 2. NAME | PHONE | YEARS KNOWN | RELATIONSHIP |
| | | | |
| ADDRESS | CITY, STATE AND ZIP | | |
| | | | |
| 3. NAME | PHONE | YEARS KNOWN | RELATIONSHIP |
| | | | |
| ADDRESS | CITY, STATE AND ZIP | | |
| | | | |

EMERGENCY CONTACT

| | | | |
|----------------|----------------------------|---------------------|---------------------|
| NAME | PHONE | RELATIONSHIP | RELATIONSHIP |
| | | | |
| ADDRESS | CITY, STATE AND ZIP | | |
| | | | |

Please Read Before Signing:

I certify that all information provided by me on this application is true and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would alter the integrity of this application.

I authorize my previous employers, schools, or persons listed as references to give any information regarding employment or educational record. I agree that this company and my previous employers will not be held liable in any respect if a job offer is not extended, or is withdrawn, or employment is terminated because of false statements, omissions, or answers made by myself on this application. In the event of any employment with this company, I will comply with all rules and regulations as set by the company in any communication distributed to the employees.

I understand that employment at this company is "at will," which means that either I or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I hereby acknowledge that I have read and understand the above statements.

Signature _____ Date _____

DATE HIRED:

POSITION:

PAY: