



Application for Employment

Qualified applicants receive equal consideration. No question is asked for the purpose of excluding any applicant due to race, creed, color, national origin, religion, age, sex, disability, or any other factor prohibited by law or regulation. AN EQUAL OPPORTUNITY EMPLOYER.

PERSONAL ID	Name _____ Soc. Sec. # _____ <small>Last First M.I.</small>	
	Address _____ Mobile Phone _____ <small>Street</small>	
	_____ Home Phone _____ <small>City State Zip</small>	

WORK PREFERENCE	Work Desired _____ Salary/pay you expect _____ Date available for work _____
	① Job benefits, other than wages, you expect or want in order of importance ① _____ ② _____ ③ _____
	② Describe any prior experience related to the position you seek _____
	③ List any formal schooling or training related to this work _____
	④ List any licenses or certificates you may have _____



Please indicate conditions you prefer or would accept and other information by circling a "Y" for YES or "N" for NO in every space provided.

Type of work:	Days of the week:	Shifts or time of day:	How did you hear about the job? _____
Part-time Y N	Mon Y N	10 a.m. – 3 p.m. Y N	If referred by a current LSI employee, who? _____
Full-time Y N	Tue Y N	3 p.m. – 8 p.m. Y N	Will you work daily overtime on occasion if necessary? Y N
Short-term Y N	Wed Y N		Will you work extra days in the week if necessary? Y N
Long-term Y N	Thu Y N		Do you plan to work elsewhere or attend school and work here too? Y N
	Fri Y N		Do you have any on-going obligations or other personal commitments that would affect your work schedule? Y N
	Sat Y N		
	Sun Y N		

EMPLOYMENT	Circle a "Y" for YES or "N" for NO	Circle a "Y" for YES or "N" for NO
	Are you currently employed? Y N	Have you ever worked for or applied for work at Living Scriptures? Y N
	Do you have to give advance notice to your present employer? Y N	Do you authorize us to contact your previous employers for references? Y N

PERSONAL	Do you authorize us to contact your present employer for a reference? Y N	Have you ever earned any pension or retirement credits other than Social Security in any prior employment? Y N
	Are you willing to take a physical exam at Company expense after you are employed? Y N	Have you ever been discharged for cause? Y N
	If requested, are you willing to take a drug/alcohol screening exam before and/or after employment as a condition of employment? Y N	Have you ever been refused a surety bond or had one canceled? Y N
	Have you missed more than a day or two of work or school in the last five years? Y N	Have you ever been convicted of a felony? (A criminal record doesn't automatically bar employment) Y N
	Estimate the number of times you have been late for work or school in the last five years: _____	Living Scriptures will only hire U.S. citizens and aliens authorized to work in the U.S. Do you qualify? Y N

Are you at least 18 years old? **Y N**

List any explanations you may wish to include about answers given above.

EDUCATION & TRAINING

Circle highest grade or years completed, and fill in the education/training chart below:

Grade School 1 2 3 4 5 6 7 8 High School 9 10 11 12 College 1 2 3 4 5 6 7

School name and location Dates attended From To Date graduated Grade point average Major subject(s) Special courses

Grade or High School									
College or University									
Graduate School									
Other Education									

EMPLOYMENT AND U.S. MILITARY RECORD

Give a complete account of your employment. Begin on the first line with your present or most recent position and work back.

Employer _____ Address _____ Phone _____

Main duties _____

From _____ To _____ Starting pay _____ Leaving pay _____ Supervisor _____

What did you like about this job? _____ What did you dislike about this job? _____

Reason for leaving _____

Employer _____ Address _____ Phone _____

Main duties _____

From _____ To _____ Starting pay _____ Leaving pay _____ Supervisor _____

What did you like about this job? _____ What did you dislike about this job? _____

Reason for leaving _____

Employer _____ Address _____ Phone _____

Main duties _____

From _____ To _____ Starting pay _____ Leaving pay _____ Supervisor _____

What did you like about this job? _____ What did you dislike about this job? _____

Reason for leaving _____

CERTIFICATE OF APPLICANT

Read carefully before signing. All information provided by me is true and correct to the best of my knowledge. I understand omissions or misrepresentations may result in rejection of my application, or if employed, may result in subsequent dismissal. I hereby authorize any former employer, person, firm or corporation listed herein, including Living Scriptures, Inc., to answer any and all truthful information within their knowledge or records.

I understand this is a preliminary application and not a contract to employ me. Furthermore, in the event I am employed, my employment

shall be completely voluntary and may be terminated at will at any time by either myself or the company. I agree to take and pass a company-paid-for physical examination by a physician at any time after employment as a condition of employment. If employed, I agree to comply with all the rules of the company as a condition of continued employment. In the event the company advances me money or other things of value, or I otherwise become indebted financially to the company, I agree to repay the company and also that any wages due me upon termination may be offset by payroll deduction against any such moneys due the company.

Signature of applicant **X** _____ Date _____

PERSONAL INFO

INFORMATION IN THIS SECTION WILL BE COMPLETED AFTER EMPLOYMENT FOR BENEFITS & PERSONNEL RECORDS.

Date of Birth _____ Sex **M F** Marital Status: **S M D W** No. of dependants _____ Are you a "special disabled veteran" or "Veteran of the Vietnam Era" **Y N**

Notify in case of emergency _____ Phone _____

Spouse (if any) _____ Spouse's employer _____ Phone _____

Personal physician _____ Phone _____