



APPLICATION FOR EMPLOYMENT
An Equal Opportunity/Affirmative Action Employer

Human Resources
PO Box 856
Paragould, AR 72451
800-645-5708

Name _____ Date of Application _____
 Last First M.I.
 Address _____ Home Telephone (____) _____ Work Telephone (____) _____
 Street
 City State Zip Alternate Telephone (____) _____
 Position(s) applying for: _____ E-Mail Address: _____

Are you seeking full-time employment? Yes No

Date available for employment: _____

Part-time employment? Yes No Total hours per week: _____

Would you accept temporary employment? Yes No
(preferred schedule) _____

If you are under 18 years of age, can you provide required proof of eligibility to work? Yes No

Can you provide proof of citizenship or authorization to work in the U.S. upon employment? Yes No

Have you been convicted of a felony within the last ten years? Yes No
Conviction will not necessarily prevent you from obtaining employment.

EDUCATION			
High School or GED completed? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Circle the highest level or equivalent completed for each.			
	Technical School ①②③④	College ①②③④	Post Graduate ①②③④
Degree & Major			
Date Received			
Institution			

List skills and special training not indicated in the Education section (i.e., equipment operation, software, typing, etc.).

1 _____	5 _____	9 _____
2 _____	6 _____	10 _____
3 _____	7 _____	11 _____
4 _____	8 _____	12 _____

If you have previously been employed by this company, list employment dates: _____
 Do you have any relatives working for this company? Yes No
 If yes, what is the relationship? _____
 In which department does that person work? _____

MILITARY EXPERIENCE

Have you served in the U.S. Armed Forces or National Guard? If so, what branch? _____ Dates of service: _____ to _____
 Describe duties and special training.

For DHR Use Only

Typing Score & Date
