



1138 State Route 502
Spring Brook Township, PA 18444
(570) 842-1870

Pre-Employment Application

(Please Print)

Name _____ Social Security No. _____
Last First Middle

Address _____
Street City State Zip Code

Telephone No. () _____ Mobile/Beeper/Other Phone No. () _____

Position(s) applied for _____ Date of Application / /

Referral Source (Please check the appropriate category and name the source.)

Employee _____

Government/Employment Agency _____

Advertisement _____

Other Source _____

If necessary, best time to call you at home is. a.m. p.m.

May we call you at work? yes no

If YES, work number and best time to call:

() a.m. p.m.

If you are under 18 and it is required, can you furnish a work permit? yes no

If NO, please explain _____

Have you submitted an application here before? yes no

If YES, give date(s) and position(s) _____

Have you ever been employed here before? yes no

If YES, give dates From / / To / /

Are you legally eligible for employment in this country? yes no

Date available for work / /

What is your desired salary range or hourly rate of pay?

\$ _____ Per _____

Type of employment desired: Full-time _____
Part-time _____
Seasonal _____
Temporary _____

Will you relocate if job requires it? yes no

Will you travel if job requires it? yes no

If they have been explained to you, are you able to meet the attendance requirements for this position? N/A yes no

Will you work overtime if required? yes no

If NO, please explain _____

Driver's License number required if driving may be required in the job for which you are applying: _____ State _____

Have you ever been bonded? yes no

Answering "YES" to the following question does not constitute an automatic bar to employment. Factors such as the date of offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.

Have you ever pled "guilty" or "no contest" to, or been convicted of a crime? yes no

If YES, please provide date(s) and details _____

Employment History

Starting with your most recent employer, provide the following information.

Employer _____	Telephone No. _____	Dates employed M/Y _____ to _____ M/Y _____
Street Address _____	City/State _____	<input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ _____ per _____
Starting job title/Final job title _____		Commission/Bonus/Other Compensation \$ _____
Immediate Supervisor and Title (for most recent position held) _____	May we contact for reference? yes no later	<input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ _____ per _____
		Commission/Bonus/Other Compensation \$ _____
What was the reason you left this position? _____		
Summarize the type of work performed and job responsibilities _____		
What did you like most about this position? _____		
What did you like the least about this position? _____		

Employer _____	Telephone No. _____	Dates employed M/Y _____ to _____ M/Y _____
Street Address _____	City/State _____	<input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ _____ per _____
Starting job title/Final job title _____		Commission/Bonus/Other Compensation \$ _____
Immediate Supervisor and Title (for most recent position held) _____	May we contact for reference? yes no later	<input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ _____ per _____
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What was the reason you left this position? _____		
Summarize the type of work performed and job responsibilities _____		
What did you like most about this position? _____		
What did you like the least about this position? _____		

Skills and Qualifications

Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are applying.

This application remains current for thirty (30) days from application date.

Proof of identity and legal authority to work in the United States **must** be provided if hired.