

Phoenix Residential Services



Employment Application

Application Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit#

City State: Zip Code:

Phone: () _____ E-mail Address: _____

Date Available: _____ Social Security No.: _____

Position Applied for: _____

Desired Salary: _____ Date of Birth: _____

Hours and Days Available: _____

Are you a citizen of the United States? Yes No
If no, are you authorized to work in the U.S.? Yes No

Have you ever worked for this company? Yes No
If yes, when? _____

Have you ever been convicted of a felony? Yes No

Have you ever been arrested? _____

Please include any dismissed, deferred, or expunged charges, all arrests show up on your OSBI background check regardless of disposition. Disclosure does not necessarily affect your chances for employment. Please explain:

Education

High School: _____ Address: _____
From: _____ To: _____ Did you graduate? Yes No
Degree: _____

College: _____ Address: _____
From: _____ To: _____ Did you graduate? Yes No
Degree: _____

College: _____ Address: _____
From: _____ To: _____ Did you graduate? Yes No
Degree: _____

Emergency Contact

Name: _____ Relationship: _____
Phone No.: _____ Phone No.: () _____
Name: _____ Relationship: _____
Phone No.: _____ Phone No.: () _____

References

Please list three professional references:

Full Name: _____ Relationship: _____

Company Name: _____

Address: _____ Phone: () _____

Full Name: _____ Relationship: _____

Company Name: _____

Address: _____ Phone: () _____

Full Name: _____ Relationship: _____

Company Name: _____

Address: _____ Phone: () _____

Previous Employment

Company Name: _____ Phone: () _____

Address: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference:

Yes	No
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Company Name: _____ Phone: () _____

Address: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference:

Yes	No
-----	----

Company Name: _____ Phone: () _____

Address: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference:

Yes	No
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Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information
in my application or interview may result in my release.

Signature: _____ Date: _____

Phoenix Residential Services, Inc.

Voluntary Information

This information is being requested in accordance with federal regulations. The information is
voluntary and will not be used when considering you for employment with our company.

Racial or Ethnic Group

<input type="checkbox"/> American Indian/Alaskan	<input type="checkbox"/> Asian/Pacific Islander
<input type="checkbox"/> Black/African American	<input type="checkbox"/> Hispanic/Latino
<input type="checkbox"/> White/Caucasian	<input type="checkbox"/> Other

Gender

<input type="checkbox"/> Female	<input type="checkbox"/> Male
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Military Service

<input type="checkbox"/> Pre-Vietnam Era	<input type="checkbox"/> Vietnam Era
<input type="checkbox"/> Post-Vietnam Era	<input type="checkbox"/> Disabled Veteran

How did you hear about this position?

<input type="checkbox"/> Newspaper	<input type="checkbox"/> Company Employee	Name: _____
<input type="checkbox"/> Job Fair	<input type="checkbox"/> Placement Office	
<input type="checkbox"/> Professional Publication	<input type="checkbox"/> Web Site	
<input type="checkbox"/> Other _____		