



Authentically Austin, Absolutely Clean!

EMPLOYMENT APPLICATION

Applicant Information

Full Name:		Date:	
<i>Last</i>	<i>First</i>	<i>M.I.</i>	
Address:			
<i>Street Address</i>		<i>Apartment/Unit #</i>	
<i>City</i>		<i>State</i>	<i>ZIP Code</i>
Phone: ()	E-mail Address:		
Date Available:	Social Security No.:	Desired Salary: \$	
How did you hear about Westbank Dry Cleaning?			
Position Applied for:			
Can you work overtime?	Yes No	Can you work overtime without prior notice?	Yes No
Can you work on a Saturday?	Yes No	Can you work on a Sunday?	Yes No
Are you a citizen of the United States?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If so, when?	
Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, green card, passport, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.			
Have you ever been convicted of a felony?	YES <input type="checkbox"/> NO <input type="checkbox"/>		
If yes, explain:			

Education

High School:		Address:	
From:	To:	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree:
College:		Address:	
From:	To:	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree:
Other:		Address:	
From:	To:	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree:

References

Please list three professional references. Please do not include any relatives or former employers.

Full Name:	Relationship:
Company:	Phone: ()
Address:	
Full Name:	Relationship:
Company:	Phone: ()
Address:	

Full Name:	Relationship:
Company:	Phone: ()
Address:	

Previous Employment

Company:	Phone: ()
Address:	Supervisor:
Job Title:	Starting Salary: \$ Ending Salary: \$
Responsibilities:	

From:	To:	Reason for Leaving:
May we contact your previous supervisor for a reference? YES NO		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		

Company:	Phone: ()
Address:	Supervisor:
Job Title:	Starting Salary: \$ Ending Salary: \$
Responsibilities:	

From:	To:	Reason for Leaving:
May we contact your previous supervisor for a reference? YES NO		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		

Company:	Phone: ()
Address:	Supervisor:
Job Title:	Starting Salary: \$ Ending Salary: \$
Responsibilities:	

From:	To:	Reason for Leaving:
May we contact your previous supervisor for a reference? YES NO		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		

Military Service

Branch:	From:	To:
Rank at Discharge:	Type of Discharge:	
If other than honorable, explain:		

Disclaimer and Signature

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions.

This certifies that I, personally, accurately and truthfully completed this application. I understand that any omission or misrepresentation is "falsification" and may result in refusal of or separation from employment. I hereby authorize Westbank Dry Cleaning, Inc., to make a complete investigation of my background including but not limited to: contacting personal references and current and past employers to confirm information I provided and hold previous employers harmless of all liability from release of said information. It is agreed and understood that this application for employment in no way obligates the employer to employ the applicant.

Signature:	Date:
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