



SERVICE GROUP INCORPORATED

➔ ALL PAYCHECKS ARE MAILED. YOU ARE RESPONSIBLE FOR PROVIDING THE OFFICE WITH ANY CHANGES IN ADDRESS.

PERSONAL INFORMATION

DATE: SOCIAL SECURITY NUMBER: / /

NAME LAST FIRST MIDDLE

MAILING ADDRESS STREET APT. # CITY STATE ZIP CODE

PHONE NUMBER ()

HAVE YOU EVER BE CONVICTED OF A CRIME OTHER THAN A MINOR TRAFFIC VIOLATION? YES NO

IF YES, EXPLAIN:

EMPLOYMENT DESIRED

POSITION DATE YOU CAN START SALARY DESIRED

ARE YOU EMPLOYED NOW? IF SO MAY WE CONTACT YOUR PRESENT EMPLOYER?

EVER APPLIED TO THIS COMPANY BEFORE? WHERE? WHEN?

EDUCATION

Table with 5 columns: School Type, Name and Location of School, Graduated? (Yes/No), Major Subjects, Average Grades. Rows include Grammar School, High School, College, and Trade/Business/Correspondence School.

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK

FORMER EMPLOYERS (LIST BELOW LAST FOUR EMPLOYERS, BEGINNING WITH PRESENT OR MOST RECENT)

| DATE (MONTH AND YEAR) | NAME AND ADDRESS OF EMPLOYER | SALARY | POSITION | REASON FOR LEAVING |
|--------------------------|------------------------------|--------|----------|--------------------|
| FROM | | | | |
| TO | | | | |
| FROM | | | | |
| TO | | | | |
| FROM | | | | |
| TO | | | | |
| FROM | | | | |
| TO | | | | |

BUSINESS REFERENCES (GIVE NAMES OF THREE PERSONS WHOM YOU HAVE KNOWN FOR AT LEAST ONE YEAR)

| NAME | ADDRESS | BUSINESS | YEARS ACQUAINTED |
|------|---------|----------|---------------------|
| | | | |
| | | | |
| | | | |

REFERRED BY _____

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR DISMISSAL. FURTHER, I UNDERSTAND AND AGREE THAT MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT ANY PREVIOUS NOTICE.

DATE _____ SIGNATURE _____

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY _____ DATE _____

REMARKS: _____

IN CASE OF EMERGENCY NOTIFY

NAME ADDRESS PHONE #

NEATNESS ABILITY

DATE HIRED FOR LOCATION POSITION

WILL REPORT SALARY/WAGES

APPROVED BY: SUPERVISOR DISTRICT MANAGER