

Paul B. Zimmerman Inc.

family of companies

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(Fax) 717-885-2040

(Phone) 717-738-0380 ext. 399

Application for Employment

No question on this application is used to limiting or excluding any applicant from consideration for employment on a basis prohibited by law.

Applicant Name: _____ **Date:** _____

Address: _____ **Phone # (_____)** _____

Date of Birth: _____ **E-mail:** _____
(If Under Age 18)

Position applying for or type of work desired: _____

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

Date you would be available to begin employment: _____

Have you ever been convicted of a crime involving abuse, fraud, any felony, or any misdemeanor involving theft? ___ Yes ___ No If yes, please explain _____

Can you submit proof of identity and legal employment eligibility? _____ **Yes** _____ **No**

If you are under 18, can you furnish a work permit as required? _____ **Yes** _____ **No**

Do you have any objection to working overtime if necessary? _____ **Yes** _____ **No**

Are you available to work evenings and Saturdays? _____ **Yes** _____ **No**

Referred By ? _____

Employment History

Please provide previous employment information, beginning with the most recent.

Employer: _____ **Position Held:** _____

Address: _____ **Telephone #** _____

Immediate Supervisor and Title: _____

Dates Employed: From _____ to _____ **Wage:** _____

Job Summary: _____

Reason for Leaving: _____

Employer: _____ **Position Held:** _____

Address: _____ **Telephone #** _____

Immediate Supervisor and Title: _____

Dates Employed: From _____ to _____ **Wage:** _____

Job Summary: _____

Reason for Leaving: _____

Employer: _____ **Position Held:** _____
Address: _____ **Telephone #** _____
Immediate Supervisor and Title: _____
Dates Employed: *From* _____ *to* _____ **Wage:** _____
Job Summary: _____
Reason for Leaving: _____

Employer: _____ **Position Held:** _____
Address: _____ **Telephone #** _____
Immediate Supervisor and Title: _____
Dates Employed: *From* _____ *to* _____ **Wage:** _____
Job Summary: _____
Reason for Leaving: _____

Other Skills and Qualifications

Summarize any job-related training, skills, and/or experience you would like to note:

Educational History

List school name, location and years completed.

High School: _____

College: _____ **Degree(s):** _____

Other: _____

References

List the name, phone number and occupation of 3 persons not related to you, who know your qualifications:

I hereby authorize Paul B. Zimmerman Inc. to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references, as well as any driver record history, credit history or criminal background checks considered necessary. I also hereby release from liability the employer and its representatives for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable employment laws.

I acknowledge that I have read and understand the foregoing, and that this application expires after 30 days.

Applicant Signature: _____ **Date:** _____