

EMPLOYMENT RECORD

List most recent employment first. (If more space is required to account for at least your last 10 years of work experience, please continue on separate sheet & attach firmly.)

Dates employed From: To:	Company name/address	Description of work Reason for leaving:
Hours worked per week	Supervisor's name	
Exact title of your position	Annual salary	
Dates employed From: To:	Company name/address	Description of work Reason for leaving:
Hours worked per week	Supervisor's name	
Exact title of your position	Annual salary	
Dates employed From: To:	Company name/address	Description of work Reason for leaving:
Hours worked per week	Supervisor's name	
Exact title of your position	Annual salary	
Dates employed From: To:	Company name/address	Description of work Reason for leaving:
Hours worked per week	Supervisor's name	
Exact title of your position	Annual salary	

SKILLS

Foreign language(s):	Read	Write	Speak	Clerical:	Computer:
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Typing _____ WPM	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Shorthand _____ WPM	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		_____
Minimum salary requirement: _____					

Applicant's Certification and Agreement

I hereby certify that the facts stated on this employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal.

Signature of Applicant _____ Date _____

DO NOT WRITE BELOW THIS LINE

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Interviewed by : _____ Date _____

Comments: _____