



APPLICATION FOR EMPLOYMENT
 Ward Laboratories is an Equal Opportunity Employer.
 This application must be accompanied by a resume to be
 considered for full-time employment.

Last Name		First Name		Middle Initial		Email:	
Street Address		City/State		Zip Code		Phone Number:	
If hired, can you provide evidence of legal eligibility to work in the U.S.?				Any offer of employment is conditioned upon completing form I-9 and providing the appropriate documents for identity and work authorization.			
Position Desired:		Wage/Salary Desired:		Full Time?			
				Part Time?			
Have you ever been convicted of a felony, or a misdemeanor involving any violent act, use or possession of a weapon, or act of dishonesty for which the record has not been sealed or expunged, or do you have such a case pending?				If yes, when?			
Date you can begin work?					Are you 18 years of age or older?		
Name of high school attended:		City & State		Graduate?		GED?	
Name of college or technical school:		City & State		Graduate?		Degree?	
						Major:	
Are you presently enrolled in school?		If yes, give name & address of school and expected degree date:					
List any job-related skills or accomplishments, including military service:							
- Your Availability For Work -							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From:							
To:							
Total hours per week you are available to work:			Do you have any special requests or needs for a work schedule?				
- Give Three Work Related References Who We May Contact -							
Name and Occupation		Where did you work with them, and for how long?				Phone Number	

Your Employment History

List names of employers with present or last employer listed first.

Please note if we may not contact your present employer.

Name of Employer:	Job Title:
	Duties:
Address:	Dates of Employment: From: _____ To: _____
City, State, Zip Code	Starting pay: _____ Ending pay: _____
Supervisor:	Reason for Leaving:
Telephone:	
Name of Employer:	Job Title:
	Duties:
Address:	Dates of Employment: From: _____ To: _____
City, State, Zip Code	Starting pay: _____ Ending pay: _____
Supervisor:	Reason for Leaving:
Telephone:	
Name of Employer:	Job Title:
	Duties:
Address:	Dates of Employment: From: _____ To: _____
City, State, Zip Code	Starting pay: _____ Ending pay: _____
Supervisor:	Reason for Leaving:
Telephone:	

CAREFULLY READ EACH STATEMENT BEFORE SIGNING AT THE BOTTOM

I certify that all of the information provided in this employment application is true and complete to the best of my knowledge, and I authorize investigation of all statements contained in this application, which may include criminal background and/or a credit history check. I understand that any false or incomplete information may disqualify me from further consideration for employment and may result in my immediate discharge if discovered at a later date.

I understand and acknowledge that unless otherwise defined by applicable law or written agreement with Ward Laboratories any employment relationship with Ward Lab is considered "employment at will." This means the Employee may resign at any time and the Employer may discharge the Employee at any time, with or without cause, and with or without advance notice.

I authorize the investigation of any or all statements contained in this application and also authorize any person, school, current employer, past employers, and other organizations to provide information concerning my previous employment and other relevant information that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

I have read, understand, and agree to the above statements.

Signature: _____	Date: _____
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