

# Employment Application

## An Equal Opportunity Employer

Houses 4 Sale Direct, LLC is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Applicants requiring reasonable accommodation in the application and/or interview process should notify a representative of the organization.

*Please fill out all sections Print clearly in black or blue ink. Answer all questions. Sign and date the form.*

## PERSONAL INFORMATION:

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_

Are you eligible to work in the United States? Yes \_\_\_ No \_\_\_

If you are under age 18, do you have an employment/age certificates? Yes \_\_\_ No \_\_\_

Have you been convicted of or pleaded no contest to a felony within the last five years? Yes \_\_\_ No \_\_\_

If yes, please explain: \_\_\_\_\_

## POSITION/AVAILABILITY:

Position Applied For: \_\_\_\_\_

Days/Hours Available: Monday \_\_\_ Tuesday \_\_\_ Wednesday \_\_\_ Thursday \_\_\_ Friday \_\_\_ Saturday \_\_\_ Sunday \_\_\_

Hours Available: from \_\_\_\_\_ to \_\_\_\_\_

What date are you available to start work? \_\_\_\_\_

## EDUCATION:

Name and Address Of School - Degree/Diploma - Graduation Date

---

---

---

---

---

---

Skills and Qualifications: Licenses, Skills, Training, Awards

---

---

**EMPLOYMENT HISTORY:**

**Present Or Last Position:**

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Position Title: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**Previous Position:**

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Position Title: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**May We Contact Your Present Employer?** Yes \_\_\_ No \_\_\_

**References:**

Name/Title Address Phone

---

---

---

I certify that information contained in this application is true and complete.

Signature\_\_\_\_\_

Date\_\_\_\_\_

If application is filed via the internet-applicant does not need signature until company calls for an interview.