

**EQUAL OPPORTUNITY EMPLOYER**

Mars Supply is committed to providing equal opportunity to all qualified employees without regard to race, color, religion, gender, national origin, age, physical or mental disability, status about public assistance, membership or activity in a local commission, status as a military veteran, or marital status. Qualifications for employment and promotion are based upon ability to perform the job, as well as dependability and reliability once hired.

EMPLOYMENT APPLICATION

Application Information

Full name:

*Last**First**M.I.*

Date:

Address:

*Street address**Apt/Unit #*

Phone:

Email:

Date Available:

Full-Time: ☐Part-Time: ☐

Position applied for:

Are you a citizen of the United States?

Yes ☐No ☐

If no, are you authorized to work in the U.S.?

Yes ☐No ☐

Have you ever worked for this company?

Yes ☐No ☐

If yes, when?

Education

High school:

Address:

From:

To:

Did you graduate?

Yes ☐No ☐

Diploma:

College:

Address:

From:

To:

Did you graduate?

Yes ☐No ☐

Degree:

Other:

Address:

From:

To:

Did you graduate?

Yes ☐No ☐

Degree:

References

Please list three professional references.

Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____
Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____
Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____

Previous Employment

Company:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job title:	_____	From:	_____ To: _____
Responsibilities:	_____		
May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Company:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job title:	_____	From:	_____ To: _____
Responsibilities:	_____		
May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor for a reference? Yes ☐ No ☐

Military Service

Branch: _____ From: _____ To: _____

Rank at discharge: _____ Type of discharge: _____

If other than honorable, explain: _____

Additional Skills Applicable for Position

Did I Mention?

Occasionally, it may be difficult for an applicant to adequately summarize their complete background. To assist us in finding the proper position for you within our company, please use this space to highlight any additional information necessary to fully describe your qualifications.

Disclaimer and signature

I hereby declare that the information provided by me in this Application for Employment is true, correct, and complete to the best of my knowledge. I understand that if I am employed by Mars Supply, any misstatement or omission of fact on this application may be considered sufficient cause for my not being hired or cause for dismissal if I am already hired.

I understand that acceptance of an offer does not create a contractual obligation upon Mars Supply to continue to employ me in the future and that if I am hired, my employment can be terminated by me or by Mars Supply with or without notice, at any time, with or without cause, for any reason. Any employment relationship is of an "at will" nature.

I hereby authorize Mars Supply to investigate and verify the information that I have provided on this Application of Employment. I also authorize the education institutions, current and previous employers, military services, and personal references to disclose to Mars Supply information about my education, employment history, military service and other background and they are hereby released from all liability for issuing such information.

Signature: _____

Date: _____

To be Completed by Mars Supply

Interviewer(s):	Date Interviewed:	Position Interviewed For:	Interview Method:	Notes:
			Phone <input type="checkbox"/> Group <input type="checkbox"/> Personal <input type="checkbox"/>	
			Phone <input type="checkbox"/> Group <input type="checkbox"/> Personal <input type="checkbox"/>	