



(757)877-2212

www.totalhomeimprovements.com

Employment Application

PERSONAL INFORMATION

Full Name _____

Current Address _____ City _____ State _____ Zip _____

Date of Birth _____ Social Security No. _____

Phone _____ Mobile Phone _____ Email _____

Are you legally eligible to work in the U.S.? Yes No

Have you ever been convicted of a crime (felony or misdemeanor)? Yes No

If yes, please explain: _____

A criminal conviction will not necessarily preclude employment, however, failure to disclose convictions will be considered falsification of records and will result in failure to be hired or immediate dismissal.

Are you a Veteran of Military Service? Yes No

How did you hear about Total Home _____

EDUCATION

High School Diploma or GED? Yes No

Post-Secondary Degree? AA BA MA Ph.D.

Name of school beyond High School _____

Training Length _____ Date Completed _____

Major _____ Minor _____

WORK EXPERIENCE (List most recent work experience first)

Company Name _____ Immediate Supervisor _____

Complete Address _____
Street / P.O. Box _____ City _____ State _____ Zip Code _____

Job Title _____ Phone _____

Job Description (duties, skills, equipment used) _____

Dates: From (mm/yy) _____ To (mm/yy) _____ Reason for leaving _____

WORK EXPERIENCE

Company Name _____ Immediate Supervisor _____

Complete Address _____
Street / P.O. Box _____ City _____ State _____ Zip Code _____

Job Title _____ Phone _____

Job Description (duties, skills, equipment used) _____

Dates: From (mm/yy) _____ To (mm/yy) _____ Reason for leaving _____

WORK EXPERIENCE

Company Name _____ Immediate Supervisor _____

Complete Address _____
Street / P.O. Box _____ City _____ State _____ Zip Code _____

Job Title _____ Phone _____

Job Description (duties, skills, equipment used) _____

Dates: From (mm/yy) _____ To (mm/yy) _____ Reason for leaving _____

WORK EXPERIENCE

Company Name _____ Immediate Supervisor _____

Complete Address _____
Street / P.O. Box _____ City _____ State _____ Zip Code _____

Job Title _____ Phone _____

Job Description (duties, skills, equipment used) _____

Dates: From (mm/yy) _____ To (mm/yy) _____ Reason for leaving _____

ADDITIONAL INFORMATION THAT COULD HELP YOU QUALIFY FOR THIS POSITION

Volunteer Work _____

Licenses, Certificates, special skills, etc. _____

LIST REFERENCES (preferably persons who know about your work/training)

Name _____ Address _____ Phone _____

Signature _____ Date _____

The information that you provide on this application is subject to verification. Falsifications or misrepresentations may disqualify you from consideration for employment or, if hired, may be grounds for termination at a later date. Do you want to be informed before we contact your present employer? Yes No

With my signature above, I certify that all information on this and all attached pages is true, correct, and complete to the best of my knowledge and contains no willful falsifications or misrepresentations. I authorize all former employers to release job-related information that they may have about me and I release all persons, or companies from any liability or responsibility for providing such information.