



CHOICE Employment Services
 1014 S. Mill St. Suite 9
 Decorah, IA 52101
 Office: 563-382-4056
 Fax: 563-382-4461

Application for Employment

PERSONAL INFORMATION:

Name (First,Middle,Last):		Date:
Address:		
City, State, Zip:		
Email Address:		Social security number
Telephone:		
Position Applying for:		Start Date:
Referred by:		

Hours available to work:	Full time:x	Part time:	Min/Max Hours: 40 week
Do you have a record of founded child or dependent adult abuse?	Yes: Year:	No:	Explain:
Have you ever been convicted of a crime, in this state or any other state?	Yes: Year:	No:	Explain:
Have you ever been convicted of a felony?	Yes: Year:	No:	Explain:
Are you over 18 years of age?	Yes:	No:	Birthdate:
Are you under contract or employed at the time of this application?	Yes:	No:	Explain:

EDUCATION: List most recent first

Institution:	Address:	Dates of Attendance:	Award or Degree:



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EMPLOYMENT EXPERIENCE: Begin with present, list past 10 years, attach additional sheet if needed.

Employer:	Address:	Position:	Dates of Employment:	Hours:	Salary:
May we contact present or previous employers?			Present: Y/N	Previous: Y/N	

GENERAL:

Special Skills:
Subjects of special study or research work:
Activities (exclude organizations that may indicate the race, creed, sex, age, marital status, color or nation of origin of its members):
U.S. Military Service/Rank:

REFERENCES: List three persons not related to you, whom you have known at least one year

Name:	Address/Telephone:	Business:	Years Acquainted:



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I certify that all the information submitted by me on this application is true and complete. I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time.

In consideration of my employment, I agree to conform to CHOICE Employment Services' rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or CHOICE Employment Services option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by CHOICE Employment Services.

Signature: _____ Date: _____

Hours of Availability							
Please mark ALL hours you are available to work each day							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:00 AM							
8:00 AM							
9:00 AM							
10:00 AM							
11:00 AM							
12:00 PM							
1:00 PM							
2:00 PM							
3:00 PM							



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4:00 PM							
5:00 PM							
6:00 PM							
7:00 PM							
8:00 PM							
9:00PM							
10:00 PM							
11:00 PM							

Open Availability

Signature/Date: _____