



**Contact Information**

\* First Name: \_\_\_\_\_  
\* Last Name: \_\_\_\_\_  
\* Address 1: \_\_\_\_\_  
\* City: \_\_\_\_\_  
\* State: \_\_\_\_\_  
\* Zip: \_\_\_\_\_  
\* Phone: \_\_\_\_\_  
\* Email: \_\_\_\_\_

**EDUCATION**

Please provide record of High Schools, Vocational/Technical Schools, Colleges and Universities you have attended.

School Name & Location	Did you Graduate?	Degree Received	Subjects Studied/Major
_____	Yes or No	_____	_____
_____	Yes or No	_____	_____

If you have completed any special courses, seminars and/or training that would help you perform the position for which you are applying, please describe:

**Employment History**

Please provide information for your past 3 employers, starting with your current or most recent position:

EMPLOYER #1	Employer Name	Address	Phone #
	_____	_____	_____
Job Title	Supervisor Name		
_____	_____		May we contact? Yes or No
Key Responsibilities		Reason for Leaving	
_____		_____	

**EMPLOYER #2**

Employer Name

Address

Phone #

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Job Title

Supervisor Name

\_\_\_\_\_

\_\_\_\_\_

May we contact? Yes or No

Key Responsibilities

Reason for Leaving

\_\_\_\_\_

\_\_\_\_\_

**EMPLOYER #3**

Employer Name

Address

Phone #

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Job Title

Supervisor Name

\_\_\_\_\_

\_\_\_\_\_

May we contact? Yes or No

Key Responsibilities

Reason for Leaving

\_\_\_\_\_

\_\_\_\_\_

**Describe other previous employment that would help you to perform the position for which you are applying:**

\_\_\_\_\_

**References**

Name

Relationship

Phone Number or Email

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name

Relationship

Phone Number or Email

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you authorized to work in the U.S? Yes or No

Have you ever been convicted of a Felony? Yes or No

Please Describe if answered yes.

What type of employment are you looking for?

- Full Time
- Part Time
- Seasonal

What Type of Position are you interested in?

Parts   Service   Admin   Sales

Signature \_\_\_\_\_ Date: \_\_\_\_\_