

**Application for Employment**

2021 S. Grand St.

Seattle, WA 98144

206-324-9101

Please fill out the application below. All fields are expandable when you type in them. Then please e-mail your completed application to the person who provided this to you or to: info@davisdoor.com

***Personal Information***

Name:       Today’s Date:

Address: Street:       City:       State:       Zip:

Home Phone:       Other Phone:

SS#:       E-mail:

I am seeking employment that is: [ ]  Full time [ ]  Part Time [ ]  Temporary

***Work History*** Beginning with your most recent employment, list your work history, including Military Service.

Employer’s Name:       Employed From:       To:

Phone:       City and State:       Supervisor:

Position:       Duties:

Hours Per Week:       Reason for Leaving:

Employer’s Name:       Employed From:       To:

Phone:       City and State:       Supervisor:

Position:       Duties:

Hours Per Week:       Reason for Leaving:

Employer’s Name:       Employed From:       To:

Phone:       City and State:       Supervisor:

Position:       Duties:

Hours Per Week:       Reason for Leaving:

Employer’s Name:       Employed From:       To:

Phone:       City and State:       Supervisor:

Position:       Duties:

Hours Per Week:       Reason for Leaving:

***Educational Background***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of School | Name and Location | Number of years | Major/Minor | Degree/Diploma Received |
| High School |       |       |       |       |
| Business/ Technical/ Other |       |       |       |       |
| College/ University |       |       |       |       |

***Position(s) Desired:***       Hours/Days Available:

***Occupational and***

***Skill Summary*** Using a checkmark, indicate the skills and/or experience you have in ALL areas listed below.

[ ]  Carpentry [ ]  Electrician [ ]  Welding

[ ]  Metal Fabricating [ ]  Computer Skills [ ]  First Aid Training

[ ]  Copy Machines [ ]  Fax Machines [ ]  CPR Training

[ ]  Valid Commercial Drivers License [ ]  Valid Washington State Driver License

***Additional***

***Qualifications*** Please describe any special licenses, certificates; abilities, skills, experiences, volunteer work and/or knowledge you possess which you believe further qualify you to perform the type of work for which you are applying.

***References*** Please list three persons who could provide information concerning your qualifications for employment.

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Address | Phone | Years Known |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |

(Continued on page 4)

We at Davis Door Service are interested in knowing something of our potential employees besides just the standard employment data. In the space provided below, please describe one or more accomplishments in your life that you feel particularly proud of. Possible topics of success you may want to write about might involve employment, community, family, church, politics, education, athletics, volunteer work, etc. Thank you for taking the time to apply, we appreciate your interest.

I certify that the information herein is a true and complete statement of my personal and professional record to date. I authorize Davis Door Service, Inc. to make such investigations and inquires of my person, employment and other related matters as may be necessary in arriving at an employment decision. *(I understand that false or misleading information in my application or interview may result in discharge or withdrawal from consideration.)*

Electronic Signature:       Date: