

PERSONAL INFORMATION

Last Name: _____ First Name: _____ Middle Initial: _____
Street Address: _____ Apt. No.: _____
City: _____ State: _____ ZIP: _____
Home Phone: _____ Alternate Phone: _____ Work Phone: _____
Social Security Number: _____ E-mail: _____
Position Desired: _____ Start Date: _____ Desired Wage: _____
Availability: _____ Full Time _____ Part Time

If hired, can you provide evidence of your legal right to work in the USA? _____ Yes _____ No
Do you have any relatives employed by HTSA? _____ Yes _____ No
Have you ever previously applied for work with or been employed
by HTSA? _____ Yes _____ No
If yes, when and in what position? _____
Are you able to perform the essential functions of the job for which you are applying, either with or
without accommodation? _____ Yes _____ No
If no, please describe the functions you cannot perform: _____

EDUCATION

Name of High School: _____ Location: _____
Did you graduate? _____ Yes _____ No _____ GED or equivalent
College/University: _____ Location: _____
Degree/Major Units Completed: _____
Trade/Business School: _____ Location: _____
Degree/Major Units Completed: _____

WORK EXPERIENCE (Please provide information on at least three of your most recent employers)

Name of Employer: _____ Job Title: _____
Supervisor's Name: _____ Supervisor's Phone: _____
Street Address: _____
City: _____ State: _____ ZIP: _____
Employed From: _____ (Mo./Yr.) To: _____ (Mo./Yr.) Hours per Week: _____ Salary: _____
Describe Responsibilities: _____
Reason for Leaving: _____

Name of Employer: _____ Job Title: _____
Supervisor's Name: _____ Supervisor's Phone: _____
Street Address: _____
City: _____ State: _____ ZIP: _____
Employed From: _____ (Mo./Yr.) To: _____ (Mo./Yr.) Hours per Week: _____ Salary: _____
Describe Responsibilities: _____
Reason for Leaving: _____

Name of Employer: _____ Job Title: _____
Supervisor's Name: _____ Supervisor's Phone: _____
Street Address: _____
City: _____ State: _____ ZIP: _____
Employed From: _____ (Mo./Yr.) To: _____ (Mo./Yr.) Hours per Week: _____ Salary: _____
Describe Responsibilities: _____
Reason for Leaving: _____

Are we able to contact your previous employers? _____ Yes _____ No

Have you ever been convicted of a felony or misdemeanor? A "conviction" is any plea, verdict or finding of guilt, whether or not a court imposed a sentence. Please list all convictions since age 18, excluding minor traffic violations and convictions that have been sealed, expunged or eradicated. Convictions do not automatically disqualify you. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position sought may be considered.

_____ Yes _____ No If yes, explain: _____

Agreement of Applicant: I certify that the statements in this application are true, complete and correct to the best of my knowledge, and I understand that misrepresentation or deliberate omission of fact may subject me to disqualification or dismissal.

Signature of applicant: _____

Date: _____

Applications are considered for all positions without regard to race, color, religion, sex, national origin, marital or veteran status, or in the presence of an unrelated medical condition or handicap. Equal Opportunity Employer.