



EMPLOYMENT APPLICATION

AN EQUAL OPPORTUNITY EMPLOYER

Personal Information

Date of Application _____

Name _____

Phone No. _____

Address _____

Are you known to schools/reference by another name? ☐ Yes ☐ No If yes, what name? _____

Have you filed an application or been employed here before? ☐ Yes ☐ No If yes, dates _____

Previous Position(s) held _____

What kind of employment are you seeking? ☐ Full-Time ☐ Temporary ☐ Part-Time ☐ Summer

For what position are you applying? _____ Date Avail. _____ Salary Expected _____

Other positions qualified for? _____

Who referred you to W.S. Tyler? ☐ Advertisement ☐ Emp. Agency ☐ Employee _____ ☐ Other _____

List and describe any specialized training, apprenticeships, skills, and office equipment you can operate:

Have you ever served in the Armed Forces of the US? ☐ Yes ☐ No If yes, Branch of Service _____

No. of Yrs. Served _____ Type of Duty _____ Rank at Discharge _____

Education

	Elementary	High School	College/University	Graduate/Professional
School Name				
Years Completed (circle)	1 2 3 4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree (type)				

Work Experience (list each job held starting with your present or last job)

Name & Address of Co.		Phone No.	From:	To:
Salary	Reason for leaving		Last position held	
Description of work		Name & Title of Supervisor		
Name & Address of Co.		Phone No.	From:	To:
Salary	Reason for leaving		Last position held	
Description of work		Name & Title of Supervisor		



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Description of work		Name & Title of Supervisor		

List two professional references (people not related to you)

Name _____ Address _____ Phone No. _____
Name _____ Address _____ Phone No. _____

I, the undersigned, declare the above information to be truthful and complete statement of facts, I understand my falsification and/or omission of relevant information may be subject me to instant dismissal without right of appeal.

I understand that employment with W.S. Tyler is contingent upon several factors, including a satisfactory background and reference check and satisfactory completion of a post-offer drug screen. I hereby authorize all previous and current employers and all educational institutions to release to W.S. Tyler all relevant information relating to me to verify my employment and education history.

In the event of employment, I understand I have an obligation to comply with all rules and regulation set for by the Company, including safety regulations instituted by the Company to protect the health and safety of all employees.

Furthermore, I authorize the Company to contact any former education institutions or places of employment to aid the Company in obtaining a reference of employment. Additionally, I release those individuals and/or organizations contacted from all liability whatsoever for issuing the requested information.

The Company ☐ may ☐ may not contact my present employer.

Applicant's Signature

Date