

**SUNDANCE TIMES, INC.**

**311 Main Street**

**P.O. Box 400**

**Sundance, WY 82729**

**307-283-3411**

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**APPLICATION FOR EMPLOYMENT**

**PERSONAL INFORMATION**

Name \_\_\_\_\_ Date \_\_\_\_\_  
Last First Middle Maiden  
Present address \_\_\_\_\_  
P.O. Box Number Street City State Zip  
Telephone ( ) Cell Phone ( ) Other \_\_\_\_\_  
e-mail \_\_\_\_\_

**EMPLOYMENT DESIRED**

Position(s) applied for \_\_\_\_\_  
Employment desired  FULL-TIME ONLY  PART-TIME ONLY  
When are you available to start work?

**EDUCATION**

TYPE OF SCHOOL	NAME OF SCHOOL & LOCATION	QUALIFICATION OBTAINED	MAJOR & SPECIALISATION	NUMBER OF YEARS COMPLETED
High School				
College/ university				
Professional or Graduate School				

## WORK EXPERIENCE

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

<b>Name of Employer</b> <b>Address</b> <b>City, State, Zip</b> <b>Phone number</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Pay or salary</b>
		<b>From</b> <b>To</b>	<b>Start</b> <b>Final</b>
	<b>Your last job title</b>		
<b>Reason for leaving (be specific)</b>			
<b>List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.</b>			

<b>Name of Employer</b> <b>Address</b> <b>City, State, Zip</b> <b>Phone number</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Pay or salary</b>
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		<b>From</b> <b>To</b>	<b>Start</b> <b>Final</b>
	<b>Your last job title</b>		

Reason for leaving (be specific)

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List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

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Name of Employer Address City, State, Zip Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		

Reason for leaving (be specific)

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List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

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Are you currently employed?  Yes  No

May we contact your present employer?  Yes  No

Did you complete this application yourself?  Yes  No

If not, who did? \_\_\_\_\_

Have you ever been convicted of a felony?  Yes  No

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. \_\_\_\_\_

Have you ever been employed with this company?  Yes  No

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If yes, when? \_\_\_\_\_

Do you have any friends or relatives employed by this company?  Yes  No

If yes, please provide their names and relationship to you.  
\_\_\_\_\_

**REFERENCES**

Please list below three persons not related to you who have knowledge of your work performance and/or personal qualifications within the last 5 years.

Name		Occupation
Company name	Address	
Telephone	E-mail	Years acquainted
Name		Occupation
Company name	Address	
Telephone	E-mail	Years acquainted
Name		Occupation
Company name	Address	
Telephone	E-mail	Years acquainted

Signature \_\_\_\_\_

Date \_\_\_\_\_