



NELSON'S

Steubenville, Ohio

EMPLOYMENT APPLICATION FORM

PLEASE PRINT ALL
INFORMATION REQUESTED
EXCEPT SIGNATURE

APPLICATION FOR EMPLOYMENT
APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS

| | |
|-----------------------------------|--------------------------------------------------------------------------------------------------------|
| PLEASE COMPLETE PAGES 1-4 | DATE |
| Name | |
| Present Address | |
| How long have you lived there | |
| Telephone | |
| Email | Full Time (40 hrs/week) Part Time hrs/week |
| If under 18, please list your age | Days/hours available to work |
| Position applied for | No Pref Thur Mon Fri Tue Sat Wed Sun |
| When are you available to start? | |

| Type of School | Name of School | Number of Years Completed | Major & Degree |
|----------------------|----------------|---------------------------|----------------|
| High School | | | |
| | | | |
| College | | | |
| | | | |
| Bus. or Trade School | | | |
| | | | |

Have you ever been convicted of a crime? No Yes

If yes, explain the 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

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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 company name. **Attach additional sheets if necessary.**

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

Reason for leaving (be specific)

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

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

Reason for leaving (be specific)

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

May we contact your present employer? Yes No
 Did you complete this application yourself? Yes No
 If not, who did?

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| | | |
|---------------------------------------------------|-------------------|---------------------|
| | MILITARY | |
| Have you every been in the Armed Forces? | Yes No | |
| Are you currently a member of the National Guard? | Yes No | |
| Specialty_____ | Date Entered_____ | Discharge Date_____ |

| | | | |
|--------------------------------------------------------------------------------------------------|--------------------------------|-------------------------|----------------------|
| Name of Employer Address City, State, Zip Code Phone Number | Name of last supervisor | Employment dates | Pay or salary |
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| | | | | |
|-----------------------------------------------------------------|----------------|----------|------------------|--|
| Do you have a driver's license? | Yes | No | | |
| What is your means of transportation to work? | | | | |
| Drivers license number | State of Issue | Operator | Commercial (CDL) | |
| Expiration date | | Chaffeur | | |
| Have you had any accidents during the past three years? | Yes | No | How many? | |
| Have you had any moving violations during the past three years? | Yes | No | How Many? | |

Please list two references other than relatives or previous employers

| | |
|-----------|-----------|
| Name | Name |
| Position | Position |
| Company | Company |
| Address | Address |
| Telephone | Telephone |

Bring completed application to

**980 Lincoln Ave
Steubenville, OH 43952**

or email to careers@nelsongifts.com