



EMPLOYMENT APPLICATION

Dunn Carney provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, or any other protected characteristics. Dunn Carney complies with all applicable federal, state, and local laws governing discrimination in employment. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. Please let us know if you need any accommodation during the application process.

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Mobile: _____ Date Available: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you over the age of 18? YES NO Are you authorized to work in the U.S.? YES NO

Have you ever worked for Dunn Carney? YES NO If yes, when? _____

How did you hear about this job? _____

Have you been terminated or asked to resign from a position? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

Did you graduate? YES NO Degree: _____

Military Service

Branch: _____



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Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Responsibilities: _____

Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Responsibilities: _____

Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Responsibilities: _____

Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO



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References

Please list three professional references.

Contact Name: _____ Relationship: _____
 Company: _____ Phone: _____
 Address: _____

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 Company: _____ Phone: _____
 Address: _____

Contact Name: _____ Relationship: _____
 Company: _____ Phone: _____
 Address: _____

Disclaimer and Signature

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Dunn Carney to verify their accuracy and obtain reference information on my work performance. I hereby release Dunn Carney from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

*I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules, and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment, or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. **I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.***

Signature: _____ Date: _____
 Please type or sign your first and last name

I understand that checking this box constitutes a legal signature.