



40 Temple Street • PO Box 209  
Fredonia, NY 14063  
(716) 673-3000

## APPLICATION FOR EMPLOYMENT

We consider applications for all positions without regard to race, color, religion, sex, national origin, citizenship, age, marital or veteran status, the presence of a non-job related medical condition or handicap, or any other legally protected status. If hired, as a condition of employment, Federal Law requires that you furnish documents verifying your identity and your authorization to work in the U.S.A.

### PLEASE PRINT

Date of Application \_\_\_\_\_

Position(s) Applied For \_\_\_\_\_

Referral Source:  Advertisement  Friend  Relative  Walk-In  Employment Agency  
 Other \_\_\_\_\_

Name \_\_\_\_\_  
LAST FIRST MIDDLE

Address \_\_\_\_\_  
NUMBER STREET CITY STATE ZIP CODE

Telephone (\_\_\_\_\_) \_\_\_\_\_ Social Security Number \_\_\_\_\_  
AREA CODE

Previous Address \_\_\_\_\_  
NUMBER STREET CITY STATE ZIP CODE

Have you filed an application here before?  Yes  No If Yes, give date \_\_\_\_\_

Are you employed now?  Yes  No May we contact your present employer?  Yes  No

Are you authorized to work in the U.S.A.?  Yes  No

If no, do you expect to have authorization to work in the U.S.A. by your hire date?  Yes  No

On what date would you be available for work? \_\_\_\_\_

Have you been convicted of a felony within the last 7 years?  Yes  No  
(Conviction will not necessarily disqualify applicant for employment.)

If Yes, please explain \_\_\_\_\_

Are you a Veteran of the U.S. Military Service?  Yes  No If Yes, Branch \_\_\_\_\_

Date of Military Service \_\_\_\_\_

AN EQUAL OPPORTUNITY EMPLOYER

# EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments. You should exclude organization names which indicate race, color, religion, gender, national origin, handicap or other protected status.

Employer	Telephone ( )	Dates Employed		Work Performed
		From	To	
Address				
Job Title	Hourly Rate/Salary			
		Starting	Final	
Supervisor				
Reason for Leaving				
Employer	Telephone ( )	Dates Employed		Work Performed
		From	To	
Address				
Job Title	Hourly Rate/Salary			
		Starting	Final	
Supervisor				
Reason for Leaving				
Employer	Telephone ( )	Dates Employed		Work Performed
		From	To	
Address				
Job Title	Hourly Rate/Salary			
		Starting	Final	
Supervisor				
Reason for Leaving				
Employer	Telephone ( )	Dates Employed		Work Performed
		From	To	
Address				
Job Title	Hourly Rate/Salary			
		Starting	Final	
Supervisor				
Reason for Leaving				

If you need additional space, please continue on a separate sheet of paper.

## Special Skills and Qualifications

Summarize special skills and qualifications acquired from employment or other experience.

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# EDUCATION

	Elementary	High	College/University	Graduate/Professional
School Name				
Years Completed/Degree				
Diploma/Degree				
Describe Course of Study				
Describe: Specialized Training, Apprenticeship, Skills and Extracurricular Activities.				

**Honors Received:** State any additional information you feel may be helpful to us in considering your application.

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List professional, trade, business or civic activities and offices held. **(Exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, handicap or other protected status):**

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Give name, address and telephone number of three references who are not related to you and are not previous employers.

NAME	ADDRESS	( ) PHONE
NAME	ADDRESS	( ) PHONE
NAME	ADDRESS	( ) PHONE

## APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 6 months. Any applicant wishing to be considered for employment beyond this time should inquire whether or not applications are being accepted at that time.

The applicant understands that neither this document nor any offer of employment from DFT Communications constitutes and employment contract unless a specific document to that effect is executed by DFT Communications and applicant in writing.

In event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of DFT Communications.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date