

T. T. Marquardt OD
903 New York Ave
Alamogordo, NM 88310
505-437-7783

Application for Employment

T.T. Marquardt OD considers applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job related medical condition or handicap, or any other legally protected status.

Please Print

Date: _____ Position Applied For: _____

Name: _____

Address: _____ Expected Starting Salary: _____
_____ \$ _____ per hour

Telephone: _____

How did you learn about us?

Advertisement Employment Agency Relative Friend Walk-In

Other: _____

Have you ever filed an application with us before?

Yes No

If yes, give date: _____

T.T. Marquardt, OD is an Affirmative Action Equal Opportunity Employer

Do you currently have a relative employed with T.T. Marquardt, OD? Yes No

Relationship: _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you lawfully prevented from becoming employed in this country because of Visa or Immigration Status?

Yes No (Proof of citizenship or immigration status will be requested upon employment)

On what date would you be available for work? _____

Are you available to work: Full-Time Part-Time Temporary

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if a job requires you to: Yes No

Have you ever been convicted of a Felony? Yes No
(Conviction will not necessarily disqualify an applicant from employment.)

If YES, please explain:

Employment Experience:

Start with your present or last job; include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status.

Employer: _____

Address: _____

Telephone#: _____

Dates Employed:

From: _____ To: _____

Salary: _____

Starting: _____ Final: _____

Job Title: _____ Supervisor: _____

Work Performed

Reason for leaving:

Employer: _____

Address: _____

Telephone#: _____

Dates Employed:

From: _____ To: _____

Salary: _____

Starting: _____ Final: _____

Job Title: _____ Supervisor: _____

Work Performed

Reason for leaving:

Employer: _____

Address: _____

Telephone#: _____

Dates Employed:

From: _____ To: _____

Salary: _____

Starting: _____ Final: _____

Job Title: _____ Supervisor: _____

Work Performed

Reason for leaving:

Employer: _____

Address: _____

Telephone#: _____

Dates Employed:

From: _____ To: _____

Salary: _____

Starting: _____ Final: _____

Job Title: _____ Supervisor: _____

Work Performed

Reason for leaving:

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

SPECIAL SKILLS AND QUALIFICATIONS:

Summarize special job-related skills and qualifications acquired from employment of other experiences:

EDUCATION:

	Elementary School	High School	College or University
School Name & Location			
Years Completed: (Circle One)	4 5 6 7 8	9 10 11 12	1 2 3 4
List any Diplomas and Degrees:			
Describe courses of study:			

Please furnish us with any training, skills, and extra-curricular or apprenticeship experience:

Describe any honors you have received:

Please provide any additional information you feel may be helpful to us in considering your application:

Do you Speak, Read, or Write any foreign language? Yes No

If yes, please list language in space below:

	Fluent	Good	Fair
Speak			
Read			
Write			

List professional, trade, business or civic activities and offices held:

You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, handicap, or other protected status.

Next of Kin for emergency contact:

References:

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

Name	Address	Telephone Number

Signature of Applicant

Date