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badgermutual.com

# APPLICATION FOR EMPLOYMENT

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

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

Qualified applicants receive equal consideration. No question is asked for the purpose of excluding any applicant due to race, creed, color, national origin, age, sex, handicap, disability, veteran status, marital status, sexual orientation or any other characteristic protected by law. WE ARE AN EQUAL OPPORTUNITY EMPLOYER.

Name \_\_\_\_\_  
Last First MI Other Name(s) Used in School or Employment

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone ( ) ( ) \_\_\_\_\_ E-mail Address \_\_\_\_\_  
Day Evening

Employment Source  
 Desired:  Full-Time  Part-Time  Temporary Referred:  Ad  Agency  Employee  Other \_\_\_\_\_

## EMPLOYMENT HISTORY

May we contact your present employer?  Yes  No

Start with most recent position. (A resume may be attached as a supplement.) Please account for all periods of employment, self employment, and unemployment in the last ten years.

Employer	Employed (mm/yyyy) From To	Description of Duties (If more space is needed, attach a separate page)
Address/City/State/ZIP Code	Supervisor	
Telephone	Salary	Reason for Leaving
Employer	Employed (mm/yyyy) From To	Description of Duties (If more space is needed, attach a separate page)
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Telephone	Salary	Reason for Leaving

## EDUCATION

Name and Address of School	Last Year Completed	Major Course	Diploma or Degree?
High School			
College			
Business or Trade School or Special Training	_____ months attended		

## PERSONAL INFORMATION

Are you permitted to work in the U.S.?  Yes  No (Proof required upon hire.)

Are you at least 18 years of age?  Yes  No

Have you ever been convicted of a felony, misdemeanor, or other offense other than a minor traffic violation?  Yes  No

Note: Answering YES to this question does not automatically bar you from employment, but you do need to describe the circumstances in detail:

What knowledge, special technical or computer skills and/or individual capabilities do you have which especially prepare you for the position you have applied for?

List any other skills you wish to mention

Typing or keystroke speed \_\_\_\_\_

If hired, when would you be available? \_\_\_\_\_ Salary Requirement: \_\_\_\_\_

## REFERENCES

Name of Reference \_\_\_\_\_

Name of Reference \_\_\_\_\_

Occupation \_\_\_\_\_

Occupation \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Telephone \_\_\_\_\_

Telephone \_\_\_\_\_

I certify that the answers given by me to the foregoing questions and statements are true and correct without consequential omissions of any kind. I agree that the company shall not be held liable in any respect if my employment is terminated because of false statements, answers or omissions made by me in this application. I understand that any misleading or incorrect statements may render this application void, and if employed, may be cause for termination. I understand that a medical examination based on the requirements of the position for which I am being considered may be required and drug testing may also be required. I also authorize the companies, schools or persons named herein to give any information requested regarding my employment, character and qualifications. I hereby release said companies, schools or persons from all liability for any damage for issuing this information. I understand and acknowledge that if I am hired, my employment and compensation can be terminated with or without cause, and with or without notice, at any time, at the option of either my employer or myself.

Signature \_\_\_\_\_

Date \_\_\_\_\_