



**Morgan Composting, Inc.**

**Employment Application**

**Applicant Information**

Full Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date available to begin working: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Number of years of experience: \_\_\_\_\_

Are you seeking a permanent position? \_\_\_\_\_

Extra-curricular activities: \_\_\_\_\_

Please list any special qualifications or skills you would like to bring to the employer's attention:  
\_\_\_\_\_  
\_\_\_\_\_

Availability: Please circle the days you're available to work.

MON TUES WED THURS FRI SAT SUN

If necessary, are you able to work overtime? \_\_\_\_\_

Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO

Have you ever been convicted of a felony? YES  NO

If yes, explain:  
\_\_\_\_\_  
\_\_\_\_\_

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

## References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

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

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

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

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

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

### Emergency Contact

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

### Disclaimer and Signature

**Verification:**

*I hereby authorize Morgan Composting Inc. to contact all prior employers and any references listed herein to verify all information related to my character and past work performance. I further hereby release all references and prior employers from any liability for information provided in good faith. I affirm that I understand that Morgan Composting Inc. may conduct a criminal record history check for the purpose of ensuring all applicants will have had no history of abuse or neglect of children. I affirm and acknowledge, by signing below, that all of the information provided, and all of my answers to the foregoing questions are true and complete, and that any misrepresentation of, or omission, may be grounds for rejection, or if later employed, dismissal.*

**Agreement:**

*I certify that the 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 be necessary in arriving at an employment decision. In the event of employment, I understand that false or misleading information given in my application or interview(s) would result in discharge. I understand talso that I am required to abide by all rules and regulations of the company.*

*I understand that nothing contained in this application or discussed during an interview, if granted, creates or is intended to create employment contract between Morgan Composting Inc. and I. In addition, I understand and agree that if employed, my employment is for now determinable period, and may be terminated at any time with or without prior notice, at the option of either the company or me.*

*I authorize release from liability all employers, persons, schools, and law enforcement.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_