



Employment Application

Please print, completing each section even if you attach a resume.

PERSONAL INFORMATION

Date _____

Full Name _____

Address _____ City _____ State _____ Zip _____

Cell Phone _____ Other Phone _____

Email Address _____

Have you ever served in the military? Yes ___ No ___ Are you 18 year of age or older? Yes ___ No ___

Are you legally eligible to work in the US? Yes ___ No ___ Referral: Ad ___ Friend/Relative ___ Other ___

Have you ever been convicted of any crime (including DUI)? Yes ___ No ___
If yes, please explain _____

POSITION

Position desired _____ Salary desire _____ (per hour/year)

Available start date _____ Employment desired: Full Time ___ Part Time ___ Temp ___

Are there any days/hours you are unable or unwilling to work? Yes ___ No ___
If yes, please explain _____

EDUCATION, SKILLS and OTHER QUALIFICATIONS

Name/City & State	Course of Study	Yrs Attended	Graduate?	Degree
High School _____				
Tech School _____				
College _____				
Other _____				

Scholastic honors, offices or activities _____

Musical, Technical or Other Skills or Experience (instruments played, group affiliations, computer, software, cash register)

REFERENCES (no relatives or former employers)

Full Name	Phone	Occupation	Address
1. _____			
2. _____			
3. _____			

EMPLOYMENT HISTORY List last 3 employers in order of the most recent, accounting for all time periods. If you were not working for some period, note that and what you were doing during that time.

1. From _____ To _____ Employer _____
Address _____ City _____ St _____ Zip _____
Position/Responsibilities _____
Supervisor Name _____ Phone # _____
Starting Pay _____ per _____ Ending Pay _____ per _____
Reason for Leaving _____

2. From _____ To _____ Employer _____
Address _____ City _____ St _____ Zip _____
Position/Responsibilities _____
Supervisor Name _____ Phone # _____
Starting Pay _____ per _____ Ending Pay _____ per _____
Reason for Leaving _____

3. From _____ To _____ Employer _____
Address _____ City _____ St _____ Zip _____
Position/Responsibilities _____
Supervisor Name _____ Phone # _____
Starting Pay _____ per _____ Ending Pay _____ per _____
Reason for Leaving _____

If you worked under any other name (maiden name, etc), please provide that name _____

Are you presently employed? Yes _____ No _____ May we contact your employer? Yes _____ No _____

I certify that all information contained in this application is true and correct. It is understood and agreed that any misrepresentation by me in this application will be sufficient cause for cancellation of this application or separation from employment if I have been employed. I understand that my employment may be terminated at any time by myself or by The Willis Music Company at any time, with or without prior notice. I understand that no representative of the organization, with the exception of the company President, has the authority to make any assurances to the contrary. Furthermore, in the event of termination of my employment, I hereby give my permission to The Willis Music Company to deduct the balance of any outstanding liabilities that I hold with The Willis Music Company from any future paychecks.

I hereby authorize The Willis Music Company to contact any company or individual The Willis Music Company considers appropriate to investigate and/or obtain information regarding my employment history, character and qualifications, driving history, education history, criminal history, etc. In addition, I hereby release from liability The Willis Music Company, its representatives, and all other persons, corporations or organizations furnishing such information. I also understand that, if hired, I will be required to produce evidence of citizenship or lawful immigration status and proof of identity in order to comply with federal law.

I agree that, if I am employed, I will abide by all the rules and regulations of The Willis Music Company. I understand that the taking of the drug and alcohol tests may be a condition of continued employment and refusal to take such tests when asked will be grounds for my immediate termination.

Applicants Signature _____ Date _____ / _____ / _____