APPLICATION

FOR EMPLOYMENT

Ph: (402)379-2322 Fax: (402)379-7904

www.mwhp.com



1410 N 13th St PO BOX 209 NORFOLK, NE 68702-0209

We are an equal opportunity employer. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital status, or any other legally protected status.

(PLEASE PRINT) Position(s) applied for Date of application How did you learn about us? In which department? Advertisement Friend Facebook Employment agency Relative Website Last Name First Name Middle Name Previous Name Street Address City State Zip Code Telephone Number(s) Social Security Number (voluntary) Cell: Time: : AM/ PM Best time to contact you is: If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No Have you ever filed and application with us before? If yes, give date _____ Yes No Have you ever been employed with us before? If yes, give date Yes No Do any of your friends or relatives, other than spouse, work here? Yes No If yes, state name, relationship and location Are you currently employed? Yes No May we contact your current employer? No Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? No Proof of citizenship or immigration status will be required upon employment. Date available for work ____/___/ What is your desired wage per hour? __\$____ (Please circle all that apply: Availability for work: Full time Mornings Afternoons Evenings Weekends) Mornings Afternoons Evenings Weekends) (Please circle all that apply: Part time (Please indicate dates available ___/__/__-Temporary Are you currently on "lay-off" status and subject to recall? No Yes Can you travel if a job requires it? Yes No Since reaching age 18, have you ever been convicted of a misdemeanor or felony? (Note: Convictions will not necessarily bar you from employment; these are reviewed as related to the relevancy of the job for which you have applied.) If yes, please explain

EDUCATION

School	Name and City/State of School	Course of Study	No. of Years completed	Diploma/ Degree
High School				
Undergraduate College				
Graduate/ Professional				
Other (Specify)				

WORK 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, disabilities or other protected status.

Employer Name	Dates Employed		Job Duties	
Address	From	То		
City/State				
Job Title	Hourly Rate/Salary			
Supervisor	Starting	Final		
Reason for Leaving			May we contact? Yes No If yes, provide phone number:	
Employer: Name	Dates Employed		Job Duties	
Address	From	То		
City/State				
Job Title	Hourly Rate/Salary			
Supervisor	Starting	Final		
Reason for Leaving			May we contact? Yes No If ves, provide phone number:	
Employer: Name:	Dates Employed		Job Duties	
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Employer: Name	Dates Employed		Job Duties	
Address	From	То		
City/State				
Job Title	Hourly Rate/Salary]	
Supervisor	Starting	Final		
Reason for Leaving			May we contact? Yes No If yes, provide phone number:	

Describe any specialized training, a	pprenticeship, skills and extra-cu					
Describe any job-related training re-	ceived in the United States milita	ry.				
List professional, trade, business You may exclude membership which would	s or civic activities and offices	held.	ed status:			
SPECIALIZED SKILLS (Skills/Equip						
PC Spreads MAC Word P Typewriter MS Ou WPM State any additional information you	Processingttlook	software you've had experience w	vith:			
Is any additional information (relati	ve to change in name necessary to	o check your work history? Yes	No			
Note to applicants: DO NOT ANSWER REQUIREMENTS OF THE JOB F Are you capable of performing in a job or occupation for which you have	reasonable manner, with or without	ING. out a reasonable accommodation, the	ne activities involved in the			
PERSONAL REFERENCES (Do Not i	nclude family members or past super	visors.)				
Name	Phone number	Number of years known	Relationship			
1.						
2.						
PROFESSIONAL REFERENCES (Do Not include family members or past supervisors.)						
Name	Phone number	Best time to call	Occupation			
1.						
2.						

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete.
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 90 days. Any Applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.
I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.
In the 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 the employer.

Date

Signature of Applicant