

# EL RANCHO MAÑANA APPLICATION FOR EMPLOYMENT

## PERSONAL INFORMATION

DATE: \_\_\_\_\_

Last Name	First Name	Middle Name	Social Security Number
Present Address	City	State	Zip Code
Permanent Address	City	State	Zip Code
( ) Phone Number	Are you 16 years or older?		<input type="checkbox"/> Yes <input type="checkbox"/> No

## GENERAL INFORMATION

U.S. Citizen:    ☐ Yes    ☐ No    If not are you legally allowed to work in the U.S.    ☐ Yes    ☐ No    If yes, how long? \_\_\_\_\_

If employment is offered, can you submit a birth certificate, social security card, certificate of U.S. citizenship, or verification of your legal right to work in the U.S.?    ☐ Yes    ☐ No

If employment is offered, can you produce personal identification such as a U.S. passport, driver's license, or photographic identification card issued by the State?    ☐ Yes    ☐ No

U.S. Military Service or Naval Service \_\_\_\_\_ Rank: \_\_\_\_\_

## DESIRED EMPLOYMENT

Position Desired:    ☐ Office Work    ☐ Grounds    ☐ Housekeeping    ☐ Corral    ☐ General

Date you can start: \_\_\_\_\_ Desired wage (per hour): \$ \_\_\_\_\_

Are you currently employed?    ☐ Yes    ☐ No    If so, may we inquire of you present employer?    ☐ Yes    ☐ No

Have you ever worked for this company before?    ☐ Yes    ☐ No    When? \_\_\_\_\_

How did you find out about this position? \_\_\_\_\_

## EDUCATION

Type of School	Name of School	Circle Last year completed				Graduate?		Still attending?	
		5	6	7	8	Yes	No	Yes	No
Elementary									
High School									
College									
Graduate School									
Business or trade school									

## FORMER EMPLOYERS

Please list your last three employers, starting with the most recent.

Name of present or last employer: _____			
Address: _____	City: _____	State: _____	Zip: _____
Starting date: _____	Leaving date: _____	Job title: _____	
Hourly Wage/Salary: \$ _____	May we contact this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Name of supervisor or contact person: _____		Phone # : _____	
Brief description of work: _____ _____			
Reason for leaving position: _____			

Name of present or last employer: _____			
Address: _____	City: _____	State: _____	Zip: _____
Starting date: _____	Leaving date: _____	Job title: _____	
Hourly Wage/Salary: \$ _____	May we contact this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Name of supervisor or contact person: _____		Phone # : _____	
Brief description of work: _____ _____			
Reason for leaving position: _____			

Name of present or last employer: _____			
Address: _____	City: _____	State: _____	Zip: _____
Starting date: _____	Leaving date: _____	Job title: _____	
Hourly Wage/Salary: \$ _____	May we contact this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Name of supervisor or contact person: _____		Phone # : _____	
Brief description of work: _____ _____			
Reason for leaving position: _____			

## REFERENCES

Please give the names of three persons you are not related to, whom you have know at lease one year.

	NAME	ADDRESS	BUSINESS	YEARS KNOWN
1.				
2.				
3.				

## AUTHORIZATION

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application can be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is I writing and signed by an authorized company representative."

**If hired I understand I am required to work weekends, May 1 thru Oct. 15**

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

To allow us to get a better idea why you feel you are qualified for a position with El Rancho Mañana and to allow you to elaborate on skills and previous experiences which make you qualified for the position with El Rancho Mañana, we ask that you please use the next page to answer the following questions.

1. Please explain your abilities, previous experiences, or skills that may not have been covered by this application, which make you the most qualified for the position.  
(Examples: working with large riding mowers or tractors, training horses, owning and caring for your own horse, etc.)
2. Why are you interested in this position?

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no text or other markings on the paper.