



BROKERS CLEARING HOUSE, LTD.

Employment Application

APPLICATION INFORMATION			
Last Name	First Name	MI	Date
Street Address			Apt #
City		State	Zip
Phone		Alternate Phone	
E-Mail Address		Soc. Sec. #	Salary Requirement
Position Applied for		Date Available	Do you smoke?
How were you referred to us?			
Do you have the legal right to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you ever been bonded? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you ever been convicted of a felony or misdemeanor? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please explain.			
Are you employed now? <input type="checkbox"/> Yes <input type="checkbox"/> No			
May we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are you available to travel in relation to your work? <input type="checkbox"/> Regularly <input type="checkbox"/> Occasionally <input type="checkbox"/> Never			

EDUCATION			
High School/GED		Address	
From	To	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Degree
College		Address	
From	To	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Degree
Other		Address	
From	To	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Degree
			G.P.A.

SKILLS	
Typing: _____ WPM	10-Key: ____ Yes ____ No
Word Processing: ____ Yes ____ No	

Summarize special skills and qualifications acquired from employment or other experience:

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 for a reference? ___ Yes ___ No		
Company		Phone
Address		Supervisor
Job Title	Starting Salary	Ending Salary
Responsibilities		
From	To	Reason for Leaving
May we contact for a reference? ___ Yes ___ No		
Company		Phone
Address		Supervisor
Job Title	Starting Salary	Ending Salary
Responsibilities		
From	To	Reason for Leaving
May we contact for a reference? ___ Yes ___ No		

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than Honorable, explain:	

DISCLAIMER AND SIGNATURE	
I certify that my answers are true and complete to the best of my knowledge.	
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.	
Signature	Date