



111 N Center Street
Grove City, PA 16127
724-458-1687 Fax: 724-458-4042
ESMHR1@earthsunmoon.com

APPLICATION FOR EMPLOYMENT

(PLEASE PRINT)

Position(s) Applied For:	Date of Application:
How did you learn about us?	

Last Name:	First Name:	Middle Initial:		
Address:				
Number	Street	City	State	Zip Code
Telephone Number(s):	Home:	Cell:		

Best time to contact you: _____ am/pm

Date available for work: ____ / ____ / ____

WORK EXPERIENCE: Start with your present or last job.

Employer	DATES EMPLOYED		WORK PERFORMED
Address	from	to	
Ph. #			
Job Title	HOURLY RATE/ SALARY		
Supervisor	starting	final	
Reason for Leaving			May we contact?
Employer	DATES EMPLOYED		WORK PERFORMED
Address	from	to	
Ph. #			
Job Title	HOURLY RATE/ SALARY		
Supervisor	starting	final	
Reason for Leaving			May we contact?
Employer	DATES EMPLOYED		WORK PERFORMED
Address	from	to	
Ph. #			
Job Title	HOURLY RATE/ SALARY		
Supervisor	starting	final	
Reason for Leaving			May we contact?

EDUCATION

	NAME & ADDRESS OF SCHOOL	COURSE OF STUDY	YEARS COMPLETE	DIPLOMA/ DEGREE
High School				
Undergraduate College				
Graduate/ Professional				
Other (Specify)				

SPECIALIZED SKILLS (Skills/Equipment Operated)

<input type="checkbox"/> Computer	<input type="checkbox"/> Forklift or Powertruck	<input type="checkbox"/> Graphic Design	<input type="checkbox"/> Other (list)
<input type="checkbox"/> Microsoft Excel	<input type="checkbox"/> Digital Press	<i>(list specific software):</i>	
<input type="checkbox"/> Microsoft Word	<input type="checkbox"/> Screen Printing		
<input type="checkbox"/> Quickbooks	<input type="checkbox"/> Embroidery or Sewing		
<input type="checkbox"/> Data Entry	<input type="checkbox"/> Shipping/Fulfillment		

PERSONAL/PROFESSIONAL REFERENCES:

Name	Phone Number	Best Time To Call	Occupation
1.			
2.			
3.			

Have you ever been convicted of a felony or misdemeanor?

☐YES☐NO

If yes, please explain:

APPLICANT’S STATEMENT

I certify that answers given herein are true and complete. I understand Pennsylvania is an at-will state, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. I understand that as an applicant I may be subject to drug testing.

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any legally protected status.

Signature of Applicant	Date
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