



Employment Application

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, disability, veteran status, or any other legally protected status.

Incomplete information could disqualify you from further consideration. Please complete all fields.

Name:	Date:
Email:	Phone:
Address:	
Emergency Contact Name:	Phone:

Desired position:	Desired Pay:
Type of work desired: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	Date available to start:
Have you ever worked for Wolf & Kline before? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you know anyone who currently works for Wolf & Kline? <input type="checkbox"/> Yes <input type="checkbox"/> No	
How did you hear about Wolf & Kline?	

Are you over the age of 18 years? (If under 18 years of age, you may be required to provide authorization to work)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you eligible to work in the United States? (Proof of eligibility will be required before you can be employed)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you presently on layoff or leave of absence from any other company?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you able to perform the essential functions of the job, with or without reasonable accommodations?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you serve in the U.S. Armed Forces?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Skills & Education

Highest Level of Education Completed: *Choose an item.*

School Name	Location (City and State)	Degree, Diploma, or Certificate Received	Subjects Studied/Major

Describe any experience, training, or skills you have relevant to the position you are applying for:

Do you hold any certifications or licenses? Yes No

If yes, please describe:





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Employment History

Employer:	Dates Employed: _____ to _____
Address:	Most recent pay rate:
	Position:
Phone:	Supervisor:
Brief description of responsibilities:	Reason For Leaving:
May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No, reason:	

Employer:	Dates Employed: _____ to _____
Address:	Most recent pay rate:
	Position:
Phone:	Supervisor:
Brief description of responsibilities:	Reason For Leaving:
May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No, reason:	

Employer:	Dates Employed: _____ to _____
Address:	Most recent pay rate:
	Position:
Phone:	Supervisor:
Brief description of responsibilities:	Reason For Leaving:
May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No, reason:	





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Criminal Background

Prior criminal history will not necessarily result in disqualification

Have you ever been convicted of, pled guilty or no contest to a felony or misdemeanor offense?

Yes No

If yes, please list all offenses, dispositions, and approximate dates:

References

Name	Email	Phone Number	Occupation	Years Known

Additional comments:

APPLICANT STATEMENT:

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Wolf and Kline Property Management (WKPM) to verify their accuracy and to obtain reference information on my work performance. I hereby release WKPM from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and I accept that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment, or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

Signature

Date

This application is valid for a period of 6 months from the date above.

