



EMPLOYMENT APPLICATION

Taylor Studios, Inc.
1320 Harmon Drive
Rantoul, IL 61866
(217) 893-4874
www.taylorstudios.com

General Information: Please type or print clearly. You must fully and accurately complete this Employment Application. Incomplete applications will not be considered. This Employment Application will be inactive after six (6) months. If you want to be considered after that time, you must complete a new Employment Application.

Position Applied For: _____ Date of Application: _____

Last Name: _____ First Name: _____ Middle Initial: _____

Social Security Number: _____ Driver's License Number: _____ State: _____

Home Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Other: _____

Email: _____ May we contact you at work? Yes _____ No: _____

Have you been previously employed by Taylor Studios, Inc? Yes: _____ No: _____

If yes, give position and dates employed -- Position: _____ From: _____ To: _____

What is your desired salary range or hourly rate of pay? \$ _____ per _____

Are you eligible for employment in the United States?

Are you 18 years of age or older? Yes: _____ No: _____

Referral Source: _____ Website _____ Newspaper: _____
_____ Job Fair _____ Other _____

Check yes or no to the following five questions. Within the past **five years**, have you:

- Yes: _____ No: _____ 1. Had your driver's license suspended or revoked?
- Yes: _____ No: _____ 2. Left a job at the employer's request? (Exclude layoffs affecting multiple employees.)
- Yes: _____ No: _____ 3. Been disciplined or placed on probation in your employment?
- Yes: _____ No: _____ 4. Have you failed to meet job requirements in any of the following categories:
Attendance: _____ Safety: _____ Performance: _____ Conduct: _____
- Yes: _____ No: _____ 5. Have you pled "guilty" or "no contest" to, or been convicted of a felony?

If you answered "Yes" to any of the above five questions, please explain what happened and provide dates: _____

Employment History

List your work history. Start with your PRESENT or MOST RECENT job. Include both paid and job-related unpaid/volunteer work. You may list any additional employers on an attached sheet

Employer	Address	City	State	Zip Code
Supervisor's Name	Phone Number	Dates Employed (MM/YY) From To	Hours per week	Ending Salary

Job Title:	Reason for wanting to leave:	May we contact? (If no, please explain why) Yes: _____ No: _____
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Job Duties:

Employer	Address	City	State	Zip Code
Supervisor's Name	Phone Number	Dates Employed (MM/YY) From To	Hours per week	Ending Salary

Job Title:	Reason for leaving:	May we contact? (If no, please explain why) Yes: _____ No: _____
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Job Duties:

Employer	Address	City	State	Zip Code
Supervisor's Name	Phone Number	Dates Employed (MM/YY) From To	Hours per week	Ending Salary

Job Title:	Reason for leaving:	May we contact? (If no, please explain why) Yes: _____ No: _____
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Job Duties:

Employer	Address	City	State	Zip Code
Supervisor's Name	Phone Number	Dates Employed (MM/YY) From To	Hours per week	Ending Salary

Job Title:	Reason for leaving:	May we contact? (If no, please explain why) Yes: _____ No: _____
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Job Duties:

Explain all gaps in employment and any discharges: _____

Education

Name of School and Full Address	Major/Area of Study	Did You graduate:	Name of Degree/Diploma
High School		Yes: _____ No: _____	
College		Yes: _____ No: _____	
Graduate School		Yes: _____ No: _____	
Trade or Business School		Yes: _____ No: _____	
Other		Yes: _____ No: _____	

Military Experience

Do you have military experience? Yes: _____ No: _____ If yes, what Branch of the military? _____

Describe skills learned and/or duties performed which relate to the position you are applying for: _____

Skills and/or Training

Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are applying. _____

References

List three business/work/personal references who are *not* related to you and NOT listed as a supervisor in your Employment History section

Name	Address	Phone

Applicant Statement

I certify that all information provided in order to and secure work with **Taylor Studios, Inc.** is true, complete and correct.

I authorize **Taylor Studios, Inc.**, its representatives, employees or agents to contact and obtain information from all references, employers, public agencies, licensing authorities, credit bureaus, and education institutions to verify the accuracy of all information provided by me in this application, resume and/or job interview.

I understand **Taylor Studios, Inc.** does not discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state, or federal laws.

If hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice. I also understand **Taylor Studios, Inc.** reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as required by law.

I understand that neither this document or any offer of employment constitutes an employment contract for a specified period or definite duration.

I also understand that if hired, (1) I will be required to provide two different documents to show proof of identity and legal authorization to work in the United States, and (2) federal immigration laws require me to complete an I-9 Form in this regard.

I understand that if any information provided by me is found to be false, or misrepresented in any respect, **Taylor Studios, Inc.** will have sufficient cause to: (1) eliminate me from further consideration for employment, or (2) may result in immediate discharge from **Taylor Studios, Inc.** whenever it is discovered.

I certify that I have read, fully understand and accept all terms of the above statement.

Signature of Applicant: _____ Date: _____