



Baton Rouge, LA | Memphis, TN | Mandeville, LA | Shreveport, LA | Jackson, MS | semsinc.net

## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last* *First* *M.I.*

Address: \_\_\_\_\_  
*Street Address* *Apartment/Unit #*

\_\_\_\_\_

*City* *State* *ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_  
 What are your qualifications for the position you applied for?  
 \_\_\_\_\_

|                                   |                          |                          |  |
|-----------------------------------|--------------------------|--------------------------|--|
|                                   | YES                      | NO                       |  |
| Are you willing to work overtime? | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Are you willing to relocate?      | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Are you willing to travel?        | <input type="checkbox"/> | <input type="checkbox"/> |  |

If no, please explain

|   |                                 |                                |  |                                 |                                |
|---|---------------------------------|--------------------------------|--|---------------------------------|--------------------------------|
| Are you a citizen of the United States? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> | If no, are you authorized to work in the U.S.? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> |
|---|---------------------------------|--------------------------------|--|---------------------------------|--------------------------------|

|  |                                 |                                |                     |
|--|---------------------------------|--------------------------------|---------------------|
| Have you ever filed an application or worked for this company? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> | If yes, when? _____ |
|--|---------------------------------|--------------------------------|---------------------|

|   |                                 |                                |
|---|---------------------------------|--------------------------------|
| Have you ever been convicted of a felony? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> |
|---|---------------------------------|--------------------------------|

If yes, explain: \_\_\_\_\_

|   |                                 |                                |                      |
|---|---------------------------------|--------------------------------|----------------------|
| Are you on lay-off and subject to recall? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> | If yes, where? _____ |
|---|---------------------------------|--------------------------------|----------------------|

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Did you work while attending school? YES  NO

If yes, Where? Hours worked per week? \_\_\_\_\_

## References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

## Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

## Driver's License History

All applicants must have a valid driver's license with no more than two (2) moving violations within the past three (3) years and no serious violations (reckless driving, DWI, etc.) in the past five (5) years.

If you have violations, explain: \_\_\_\_\_

## Applicant Certification & Agreement

|  |                                 |                                |
|--|---------------------------------|--------------------------------|
| Are you willing to undergo a background investigation? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> |
|--|---------------------------------|--------------------------------|

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If no, please explain

|   |                                 |                                |
|---|---------------------------------|--------------------------------|
| Are you willing to undergo aptitude and/or psychological testing? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> |
|---|---------------------------------|--------------------------------|

If no, please explain

|  |                                 |                                |
|--|---------------------------------|--------------------------------|
| If applicable to the position applied for:<br>Do you hold a TWIC card? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> |
|--|---------------------------------|--------------------------------|

|   |                                 |                                |
|---|---------------------------------|--------------------------------|
| Do you have your OSHA 40 Hour Training Certificate? | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> |
|---|---------------------------------|--------------------------------|

|  |                                 |                                |
|--|---------------------------------|--------------------------------|
| If yes, is your Training Certificate current?<br><i>(Have you taken the required 8-hour refresher course this year?)</i> | YES<br><input type="checkbox"/> | NO<br><input type="checkbox"/> |
|--|---------------------------------|--------------------------------|

*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.*

*The company is authorized to make an investigation of my personal history and financial and credit records through any investigation or credit agencies or bureaus of its choice, as indicated above\**

*\*NOTE: The Provisions of the Fair Credit Reporting Act may be applicable if a credit report on the applicant is obtained and considered.*

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

*Please send questions and completed applications to [hr@semsinc.net](mailto:hr@semsinc.net)*