



Atlantic Limousine Service  
5849 Peachtree Rd  
Atlanta, Ga. 30360

Office: 770-751-7078 Fax: 770-569-7757

### APPLICATION FOR EMPLOYMENT

#### PERSONAL

Position(s) applied for \_\_\_\_\_ Date of Application \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State Zip Code

Phone # ( ) \_\_\_\_\_ Alternate Phone # ( ) \_\_\_\_\_ Social Security # \_\_\_\_\_

Date Available to Work \_\_\_/\_\_\_/\_\_\_

Type of Employment Desired  Full Time  Part Time  Temporary

Have you ever been convicted of a crime in the last seven (7) years?  Yes  No

If yes, please explain \_\_\_\_\_

*Conviction will not necessarily be a bar to employment. Each instance and explanation will be considered in relation to the position for which you are applying.*

#### EMPLOYMENT HISTORY Provide the following information for your past 3 employers, assignments, or volunteer activities. Starting with the most recent.

From \_\_\_\_\_ To \_\_\_\_\_ Employer \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Job Title \_\_\_\_\_ Address \_\_\_\_\_

Immediate Supervisor and Title \_\_\_\_\_

Summarize the nature of the work and responsibilities \_\_\_\_\_

Reason for Leaving \_\_\_\_\_ Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_ Final Salary \$ \_\_\_\_\_ per \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Employer \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Job Title \_\_\_\_\_ Address \_\_\_\_\_

Immediate Supervisor and Title \_\_\_\_\_

Summarize the nature of the work and responsibilities \_\_\_\_\_

Reason for Leaving \_\_\_\_\_ Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_ Final Salary \$ \_\_\_\_\_ per \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Employer \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Job Title \_\_\_\_\_ Address \_\_\_\_\_

Immediate Supervisor and Title \_\_\_\_\_

Summarize the nature of the work and responsibilities \_\_\_\_\_

Reason for Leaving \_\_\_\_\_ Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_ Final Salary \$ \_\_\_\_\_ per \_\_\_\_\_

**REFERRALS**

<u>Name</u>	<u>Relationship</u>	<u>Phone Number</u>	<u>How many years known?</u>

**EDUCATIONAL BACKGROUND**

<u>Name and Location</u>	<u>Years Completed</u>	<u>Did you Graduate?</u>	<u>Course of Study</u>
<i>High School</i>			
<i>College</i>			
<i>Other</i>			

Special Skills \_\_\_\_\_

Hobbies or Interests \_\_\_\_\_

*I understand that if I am employed, any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from the employer's service, whenever it is discovered.*

*I give the employer the right to contact and obtain information from all references, employers, educational institutions, and to otherwise verify that the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering and using such information and all other persons, corporations, or organizations for furnishing such information.*

*If I am hired, I understand that I am free to resign at any time with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute a contract for employment for any specified period. I understand that no representative of the employer, other than an authorized officer, has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by an authorized officer.*

*I understand it is this company's policy not to refuse to hire a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA. I understand that if I am hired, I will be required to provide proof of identity and legal work authorization.*

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_