

# Jester's Billiards

(An Equal Opportunity Employer)

## Pre-Employment Questionnaire

### PERSONAL INFORMATION

NAME \_\_\_\_\_ DATE: \_\_\_\_\_  
(Last) (First) (MI)

PRESENT ADDRESS \_\_\_\_\_ PHONE: \_\_\_\_\_

### EMPLOYMENT DESIRED

Position: \_\_\_\_\_ Date You Can Start: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

Are You Employed Now? \_\_\_\_\_ May we Contact Your Present Employer? \_\_\_\_\_

Have you ever applied with this company before? \_\_\_\_\_ When? \_\_\_\_\_

Have you ever worked for this company before? \_\_\_\_\_ When? \_\_\_\_\_

Who was your Supervisor? \_\_\_\_\_ Reason for leaving? \_\_\_\_\_

EDUCATION	Name & Location of School	Years Attended?	Graduate?	Studies?
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Grammar School: \_\_\_\_\_

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

College or Other: \_\_\_\_\_

Special Training Skills: \_\_\_\_\_

### EMPLOYMENT HISTORY (Starting with most recent employer)

Name of Company \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Phone: \_\_\_\_\_

Employed From: \_\_\_\_\_ to \_\_\_\_\_ Starting Salary \$ \_\_\_\_\_ Ending Salary\$ \_\_\_\_\_

Description of Work: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Name of Company \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Phone: \_\_\_\_\_

Employed From: \_\_\_\_\_ to \_\_\_\_\_ Starting Salary \$ \_\_\_\_\_ Ending Salary\$ \_\_\_\_\_

Description of Work: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Name of Company \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Phone: \_\_\_\_\_

Employed From: \_\_\_\_\_ to \_\_\_\_\_ Starting Salary \$ \_\_\_\_\_ Ending Salary\$ \_\_\_\_\_

Description of Work: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

### REFERENCES

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
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1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

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Did you serve in the Military? \_\_\_\_\_ Date Discharged? \_\_\_\_\_ Rank? \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_ If Yes describe: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## EMERGENCY INFORMATION

IN THE EVENT OF AN EMERGENCY PLEASE CONTACT THE FOLLOWING:

NAME: \_\_\_\_\_ RELATION: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

(Street)

(City)

(State)

## AUTHORIZATION

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning previous employment and pertinent information they may have personal or otherwise, and release the company and/or persons from liability or damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

## THIS SECTION FOR COMPANY USE ONLY

Interviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## Second Interview

Interviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Hired For Department: \_\_\_\_\_ Employee Code: \_\_\_\_\_ Position: \_\_\_\_\_

Salary /Wages \_\_\_\_\_ Report Date: \_\_\_\_\_ Report To: \_\_\_\_\_

Approved By: \_\_\_\_\_

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

Additional Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_