



The
Channel Letter Factory

Division of World Wide Sign Systems Inc.

Employment Application
can be emailed to: jobs@wwsign.com

Applicant Information

Today's Date _____

Full name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email _____

Date Available: _____ Position applying for: _____

Wage/Salary desired _____

Qualifications applicable to the position you are applying for _____

Education

Name of High School _____

Address _____

Did you graduate? YES NO (please circle one). What degree did you earn? _____

Name of College _____

Address _____

Did you graduate? YES NO (please circle one). What degree did you earn? _____

List other schools attended and degrees earned _____

References

Please list three **professional references.**

Full Name: _____ Relationship: _____
Company: _____
Address: _____

Phone: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Disclaimers and Signatures

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.

Signature: _____ **Date:** _____

I hereby authorize all previous and current employers to disclose to World Wide Sign Systems and/or the Channel Letter Factory any records necessary to determine my eligibility for employment. This includes all information regarding my service, character, conduct and attendance while in their employ.

Current and former employers' are hereby released from any and all liability, which may result from furnishing such information. This authorization is good for one year from the date below.

Signature: _____ **Date:** _____

I am consenting to a drug test and screen as a condition for my employment and consent for disclosure of results to World Wide Sign Systems and/or The Channel Letter Factory.

Signature: _____ **Date:** _____

World Wide Sign Systems and/or The Channel Letter factory will not be responsible for the completeness of this form. It is the applicant's sole responsibility to fill out the application completely so that we can ascertain pertinent information. Applicants can be screened out for incomplete applications.

Signature: _____ **Date:** _____

Note: The Federal Immigration and Reform and Control Act of 1986 requires that an I-9 form be completed for every new hire and that it be completed no later than the first day of employment. You must bring document (s) that establish identity along with you at the time of orientation. Supporting documents must not be expired. This is a federal requirement and must be satisfied as a condition of employment.

Initial _____

This application will only remain valid for 30days from the date of completion. If you wish to be considered for employment subsequent to that date, a new application must be completed.

Initial _____