

Application for Employment

Please submit your completed application to info@LancasterRecumbent.com



Lancaster Recumbent is an equal opportunity employer. It is our policy to comply with all applicable federal and state laws prohibiting discrimination based on race, age, color, sex, gender, religion, national origin, disability, or other protected classification.

PERSONAL INFORMATION

Date: _____

Name (Last, First Middle): _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Mobile Phone: _____

Email: _____

EMPLOYMENT ELIGIBILITY

Are you legally eligible to work in the US? Yes No
If no, please explain: _____

Have you ever been convicted of a felony? Yes No
If yes, please explain: _____

Do you have a valid PA driver's license? Yes No
If no, please explain: _____

POSITION INFORMATION

Desired Position: _____

Availability (check all that apply)

Full Time Mon Tue Wed Thu Fri Sat Sun

Part Time Mon Tue Wed Thu Fri Sat Sun

Are you available for travel? (check all that apply)

No Overnight Multi-Day

Date you are available to start working: _____

EDUCATION & CERTIFICATIONS

Please provide information on your education and certifications; check all that apply.

High School

Name: _____ City _____

Years in Attendance: _____ to _____

Did you graduate? Yes – Diploma No – GED No

Trade/ Technical School

Name: _____ City _____

Years in Attendance: _____ to _____ Area of Study: _____

Did you graduate? Yes No

College/ University

Name: _____ City _____

Years in Attendance: _____ to _____ Major: _____

Did you graduate? Yes No

Other Schooling/ Certification

Name: _____ City _____

Years in Attendance: _____ to _____ Area of Study: _____

Did you graduate? Yes No

MILITARY SERVICE (If applicable)

Are you a veteran? Yes No

Branch: Army Navy Marines Air Force Coast Guard

Years of service: _____ to _____



PROFICIENCIES, SPECIAL SKILLS & QUALIFICATIONS

Please check any proficiencies:

Basic Math Skills

Typing

Web Browsers: Internet Explorer/ Edge

Google Chrome

Microsoft Windows: Word Excel

PowerPoint

Gmail

Google Drive

Please list any special skills or qualifications that would be applicable to this position.

WORK HISTORY (Please list in chronological order starting with the most recent).

Employer: _____

Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Office Phone: _____ **Website:** _____

Contact Name: _____ **Email:** _____

Job Title: _____ **Time Employed:** _____ Years _____ Months

Pay: Salary - \$_____ per year Hourly - \$_____ per hour

Reason for Leaving: _____

Summary of Job Responsibilities:

Application for Employment



Employer: _____

Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Office Phone: _____ **Website:** _____

Contact Name: _____ **Email:** _____

Job Title: _____ **Time Employed:** _____ Years _____ Months

Pay: Salary - \$_____ per year Hourly - \$_____ per hour

Reason for Leaving: _____

Summary of Job Responsibilities:

Employer: _____

Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Office Phone: _____ **Website:** _____

Contact Name: _____ **Email:** _____

Job Title: _____ **Time Employed:** _____ Years _____ Months

Pay: Salary - \$_____ per year Hourly - \$_____ per hour

Reason for Leaving: _____

Summary of Job Responsibilities:

REFERENCES (Please prioritize professional references and limit personal references).

Name (First & Last): _____

Company: _____ Title: _____

Phone: _____ Email: _____

Relationship: _____ Years Known: _____

Name (First & Last): _____

Company: _____ Title: _____

Phone: _____ Email: _____

Relationship: _____ Years Known: _____

Name (First & Last): _____

Company: _____ Title: _____

Phone: _____ Email: _____

Relationship: _____ Years Known: _____

Name (First & Last): _____

Company: _____ Title: _____

Phone: _____ Email: _____

Relationship: _____ Years Known: _____

OTHER INFORMATION

Is there anything else you would like us know about you?

BACKGROUND CHECK

If asked, are you willing to consent to a background check? Yes No

DISCLAIMER

I, the job applicant, certify that my answers are true and honest to the best of my knowledge. If this application leads to eventual employment, I understand that any false or misleading information in my application or interview my result in termination of employment.

Signature: _____ Date: _____

Printed Name: _____

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