

Carr Properties

1601 North Highway 59

Marshall, Minnesota 56258

(507) 532-2291 FAX (507) 532-2631

Application for Employment

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodations to the application and/or interview process should notify a representative of the Human Resources Department.

Please Print

Date of Application: _____

Position Desired: _____

NAME: _____
First Middle Last

ADDRESS: _____
Street City State Zip Code

TELEPHONE: Home: _____ Work/Cell: _____

EMAIL: _____ SOCIAL SECURITY NUMBER: _____

When would you be able to start work? _____

Referral Source: (check one) _____ Advertisement _____ Employment Agency
_____ Friend/Relative _____ Other: _____

Have you ever applied for employment with Carr Properties: _____ Yes _____ No
If Yes: Month: _____ Year: _____ Location: _____

Have you 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 position for which you are applying.

EDUCATIONAL BACKGROUND

	Name & Location of School	Years Completed	Did You Graduate
High School			
College/Vocational			
Graduate School			

EMPLOYMENT HISTORY (Starting with the most recent)

Employer: _____ Telephone Number: _____
Address: _____ Name of Supervisor(s): _____
Dates of Employment: _____ Job Title: _____
From To
Duties performed at job: _____
Reason(s) For Leaving: _____

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Address: _____ Name of Supervisor(s): _____
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Duties performed at job: _____
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Address: _____ Name of Supervisor(s): _____
Dates of Employment: _____ Job Title: _____
From To
Duties performed at job: _____
Reason(s) For Leaving: _____

SKILLS & QUALIFICATIONS

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying: _____

REFERENCES

Name	Telephone Number	Years Known
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The information provided in the application is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.

I give the employer the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained in this application.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

Signature of Applicant

Date