



Return To: GTP Corp.
365 Hamaker Road
Manheim, PA 17545

CORPORATION

Application For Employment

Please Print Clearly

Personal Information

Name: _____ Date of Birth: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Phone No: _____ Social Security Number: _____
 Cell Phone No: _____ E-mail Address: _____
 Referred By: _____ Date you can start: _____
 Are you employed now: No Yes
 If yes Where: _____
 May we contact them: No Yes Phone Number: _____
 Have you ever been convicted of a crime: No Yes
 What activities/hobbies/sports do you participate in: _____
 Do you volunteer anywhere: _____
 Will you be attending any sports camps or have any vacations planned this summer: _____
 Camp Dates: _____ Vacations Dates: _____
 Do you have reliable transportation to and from work: No Yes

Education

	Name / Location of School	Years Attended	Graduated	Subject Studied
High School				College Prep <input type="checkbox"/> Vocation Field _____
College				
Trade, Business Correspondence School				

Do you have any computer experience? No Yes
 What operating systems/programs/languages: _____

Former Employers - Please list below your last two employers, starting with the last one first.

Date (month/year)	Company Name and Supervisor's Name	Phone Number	Salary	Position	Reason for Leaving
From					
To					
From					
To					

continued on other side...

References - List below two people, not related to you, whom you have known at least three years.

Name	Phone Number	Relationship	Years Acquainted

Emergency Contact Information

<i>First person to contact in case of emergency:</i>	<i>Second person to contact in case of emergency:</i>
Name: _____	Name: _____
Home Phone: _____	Home Phone: _____
Work Phone: _____	Work Phone: _____
Cell Phone #: _____	Cell Phone #: _____
Relation: _____	Relation: _____

Verification and Agreement

I understand that if employed: 1) Any misrepresentation or omission of facts requested in this application is cause for dismissal; and 2) my employment is for no definite period and I may, regardless of the date of payment wages and salary, be terminated at any time without prior notice.

Applicant Signature _____

Date _____

For Office Use Only

Availability: How many hours per week? _____ Date Available to start: _____

	Any Days	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning								
Afternoon								
Evening								

Interview notes: _____

Hire Date: _____ Employee Number: _____

Termination Date: _____

Reason for Termination: _____