



IGA is an Equal Opportunity Employer and will not discriminate on the basis of race, color, religion, sex, national origin, disability, veteran status, age, marital status, sexual orientation or other legally protected characteristics.

I understand that by filling out this application there is no guarantee that I will be hired. IGA reserves the right to withdraw any offer of employment at any time; similarly, the applicant has the right to withdraw this application at any time. **If you wish to submit a resume, you may attach it to this application but, in addition, you must complete this application, including employment history, and answer all questions fully and accurately.**

NAME

LAST FIRST MIDDLE OTHER NAMES UNDER WHICH YOU HAVE WORKED

ADDRESS

NUMBER AND STREET APT # CITY STATE ZIP CODE

TELEPHONE #

SOCIAL SECURITY #

POSITION(S) DESIRED: _____

I AM AVAILABLE FOR: FULL TIME DAYS WEEKENDS

DATE AVAILABLE FOR WORK: _____

PART TIME NIGHTS HOLIDAYS

ON-CALL GRAVEYARD

Have you ever been employed by IGA? Yes No If yes, when? _____ Dept? _____

Are you legally permitted to be employed in the United States? Yes No
(If hired, we will require verification of employment eligibility.)

If hired for a position involving the handling and/or serving of alcoholic beverages, Arizona Law requires you to be at least 19 years of age. Do you qualify? Yes No

Have you been convicted of a felony in the last 7 years? Yes No
If yes, please explain fully (Note: A conviction does not necessarily prohibit employment.)

EDUCATION	SCHOOL ATTENDED	CITY/ STATE	LAST YEAR COMPLETED				DEGREE RECEIVED	MAJOR / MINOR
			9	10	11	12		
HIGH SCHOOL								
COLLEGE/ UNIVERSITY			1	2	3	4		
OTHER			1	2	3	4		

SPECIAL TRAINING

SKILLS

<input type="checkbox"/> Calculator <input type="checkbox"/> Cash register <input type="checkbox"/> PBX console <input type="checkbox"/> Dictation equipment	<input type="checkbox"/> Typing _____ words per minute <input type="checkbox"/> Shorthand _____ words per minute <input type="checkbox"/> 10-Key adding machine <input type="checkbox"/> Computer - (list software)	List any skills that may enhance your qualifications for employment. These may include, but are not limited to fluency in a language other than English.
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EMPLOYMENT HISTORY

Start with the most recent employer. All first time must be accounted for. Include part-time, tempory and contract positions.

Date Hired:	NAME OF EMPLOYER	NAME AND TITLE OF IMMEDIATE SUPERVISOR
Mo Yr		
Date Left:	ADDRESS OF EMPLOYER	PHONE
Mo Yr		REASON FOR LEAVING
	POSITION HELD AND DUTIES	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Date Hired:	NAME OF EMPLOYER	NAME AND TITLE OF IMMEDIATE SUPERVISOR
Mo Yr		
Date Left:	ADDRESS OF EMPLOYER	PHONE
Mo Yr		REASON FOR LEAVING
	POSITION HELD AND DUTIES	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Date Hired:	NAME OF EMPLOYER	NAME AND TITLE OF IMMEDIATE SUPERVISOR
Mo Yr		
Date Left:	ADDRESS OF EMPLOYER	PHONE
Mo Yr		REASON FOR LEAVING
	POSITION HELD AND DUTIES	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Date Hired:	NAME OF EMPLOYER	NAME AND TITLE OF IMMEDIATE SUPERVISOR
Mo Yr		
Date Left:	ADDRESS OF EMPLOYER	PHONE
Mo Yr		REASON FOR LEAVING
	POSITION HELD AND DUTIES	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Have you ever been fired, dismissed, asked to resign or otherwise terminated from any job? Yes No
 (Note: A yes answer does not necessarily prohibit employment.) If yes, what job, when and why? _____

Please advise us of your wage requirements. From: \$ _____ to \$ _____

Date _____ Signature _____