

# HOUSTON FURNITURE BANK



## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date Available: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_ Driver's License/ID # \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO

Have you ever been convicted of a felony? YES  NO  If yes, what was the nature of the charge? \_\_\_\_\_  
*(A felony does not automatically disqualify your employment eligibility.)*

Are you currently on probation or parole? YES  NO  If yes, how often do you check in? \_\_\_\_\_

List any obligations that may interfere with your regular work schedule. \_\_\_\_\_

### Education

High School: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Diploma: \_\_\_\_\_

College/Other: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

**References**

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

**Disclaimer and Signature**

*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: \_\_\_\_\_

**Office Use**

<input type="checkbox"/> YES	HIRED?	<input type="checkbox"/> NO
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Position \_\_\_\_\_ Starting Salary \$ \_\_\_\_\_ Dept \_\_\_\_\_

Start Date \_\_\_\_\_ Shift: \_\_\_\_\_ Approved by \_\_\_\_\_

\_\_\_\_\_  
Manager Signature

\_\_\_\_\_  
Date