

EDUCATION

Name of school	Location	Graduate Yes No	Degree Given	Date
High School _____				
College _____				
Technical School _____				
Other _____				
Special Skills or Training _____				
Are you attending school now? YES _____ NO _____				
Course of study _____ Expected Graduation Date _____				
Professional Licenses and/or Certifications _____				
Type _____ State Issued _____ Date _____				
Number _____ Expiration Date _____				
Area of Specialization or Major Interest _____				

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CLERICAL

Typing (WPM) _____ Shorthand (WPM) _____ Transcription (WPM) _____
Other office equipment, experience or clerical skills _____

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MILITARY SERVICE

Branch _____ Date of Discharge _____
Reserve Status _____

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EMPLOYMENT RECORD

Please give accurate, complete, full-time and part-time employment record. Start with present or most recent employer. Include any U.S. Military Service as a position. Please attach resume if available.

Present or most recent employer _____
Name of Supervisor _____ Telephone _____
Address _____
Employed (give month & year) from _____ to _____
Salary _____ to _____
Give job title and describe your work _____

Reason for leaving _____
May we contact your present employer? YES _____ NO _____

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Company Name _____ Name of Supervisor _____
Address _____ Telephone _____
Employed (give month & year) from _____ to _____
Salary _____ to _____
Give job title and describe your work _____

Reason for leaving _____

* * *

Company Name _____ Name of Supervisor _____
Address _____ Telephone _____
Employed (give month & year) from _____ to _____
Salary _____ to _____
Give job title and describe your work _____

Reason for leaving _____

* * *

Company Name _____ Name of Supervisor _____
Address _____ Telephone _____
Employed (give month & year) from _____ to _____
Salary _____ to _____
Give job title and describe your work _____

Reason for leaving _____

* * *

Company Name _____ Name of Supervisor _____
Address _____ Telephone _____
Employed (give month & year) from _____ to _____
Salary _____ to _____
Give job title and describe your work _____

Reason for leaving _____

REFERENCES

Please list references (other than relatives or former employers)

- 1. Name _____ Phone _____
Address _____
Occupation _____ Years Known _____
- 2. Name _____ Phone _____
Address _____
Occupation _____ Years Known _____
- 3. Name _____ Phone _____
Address _____
Occupation _____ Years Known _____

CERTIFICATION

I certify that all information given herein is correct and complete to the best of my knowledge and belief.

I understand all statements will be verified and that the making of a false statement herein, or the omission of any material fact, may result in my immediate discharge .

I authorize Lane’s End Farm to verify and fully investigate any of this information without liability, and release from all liability or responsibility all persons, employers, educational institutions, companies, corporations or government agencies (including law enforcement agencies) supplying information.

I understand that, if employed, I will be an at-will employee and that Lane’s End Farm may terminate my employment at any time with or without cause.

I understand that, if employed, I will be employed in agriculture and will not be paid overtime (except for time and a half for time worked on the seventh day in any one work week),

Signature

Date

Lane’s End Farm is an equal opportunity employers We comply with all applicable state and federal civil rights and equal opportunity laws and regulations