



## Employment History

*Please list all employers for the previous 5 years – use additional sheets if necessary*

1. Name of employer \_\_\_\_\_ Phone Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Name of Supervisor \_\_\_\_\_ Dates of employment \_\_\_\_\_ To \_\_\_\_\_  
 Job Position \_\_\_\_\_ Reason for leaving \_\_\_\_\_
  
2. Name of employer \_\_\_\_\_ Phone Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Name of Supervisor \_\_\_\_\_ Dates of employment \_\_\_\_\_ To \_\_\_\_\_  
 Job Position \_\_\_\_\_ Reason for leaving \_\_\_\_\_
  
3. Name of employer \_\_\_\_\_ Phone Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Name of Supervisor \_\_\_\_\_ Dates of employment \_\_\_\_\_ To \_\_\_\_\_  
 Job Position \_\_\_\_\_ Reason for leaving \_\_\_\_\_

## Personal References

*Names of three unrelated references who you have known for at least one year.*

| Name | Address/Phone Number | Business | Years Known |
|------|----------------------|----------|-------------|
|      |                      |          |             |
|      |                      |          |             |
|      |                      |          |             |

### Notice to Applicant - Read Before Signing

Until all background information has been verified by Mergenthaler Transfer & Storage or its agent, any offer of employment that may be made is **conditional**. This means that an offer of employment may be withdrawn if the applicant does not meet company requirements or standards.

I understand that prior employers will be contacted for purposes of verifying the information given by me in this document. I give my permission for Mergenthaler Transfer & Storage or its agent, to conduct a background investigation on me. I certify that this document was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

**Any conditional offer of employment or actual employment does not constitute a guarantee of continued employment.**

**I also understand that misrepresentation or omission of information and/or facts may result in my rejection or dismissal.**

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_