

New Bern Office:
2607 Old Cherry Point Road
New Bern, NC 28560
Phone: (252) 634-1779
Fax: (252) 638-4099

Morehead City Office:
Phone: 252-808-2552



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Today's Date _____

Full Name _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Other Contact Numbers _____

Social Security _____ Birth Date _____

Position applying for _____ Full Time Part Time

Date you can begin work _____

EDUCATIONAL INFORMATION

High School _____ Address _____

Graduate Year _____

College/Trade School _____ Address _____

Dates attended _____ Degree/Area of Study _____

EMPLOYMENT HISTORY

Please list any employers starting with the most recent.

Business name _____

Phone _____ Address _____

Job title _____ Supervisor's name _____

Dates of employment _____ Rate of pay _____

Duties performed/responsibilities

Reason for leaving _____

Business name _____

Phone _____ Address _____

Job title _____ Supervisor's name _____

Dates of employment _____ Rate of pay _____

Duties performed/responsibilities

Reason for leaving _____

Please list three references not related to you that you have known for at least one year. Please include your previous employer.

Name _____ Address _____

Phone _____ Relationship _____

Name _____ Address _____

Phone _____ Relationship _____

Name _____ Address _____

Phone _____ Relationship _____