



2815 Falls Ave • Waterloo, IA 50701
319-235-6265

APPLICATION FOR EMPLOYMENT

As an Equal Opportunity Employer, prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin or handicap.

PERSONAL

Name Date

Last

First

MI

Street Address

City, State, Zip

Email

Phone Number

Secondary Phone

Position Desired:

Have you applied with us before: Yes No

Part Time What hours can you work?

Date available to start:

Expected Pay:

Full Time Will you work overtime if asked?

Special Training/Skills

For what reason did you choose to apply for employment with us.

In case of an Emergency

Name

Phone

Relation

EDUCATION

School	Name & Location of School	Course of Study	Number. of Year Completed	Did You Graduate?	Degree or Diploma

MILITARY Complete this section if you ever served in the U.S. Armed Forces.

Describe your duties and any special training.

Branch of Service

Period of Active Duty (Month & Duty)

Rank & Discharge Date

EMPLOYMENT

Company Name	Telephone
	From TO
Address	Date of Employment (Month & Year)
	Start Last
Name of Supervisor	Hourly Rate

Job Title & Description of Your Work	Reason for Leaving
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Company Name	Telephone
	From TO
Address	Date of Employment (Month & Year)
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Job Title & Description of Your Work	Reason for Leaving
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May we contact your employers listed above? Yes No

Do NOT contact: _____

Reason: _____

PERSONAL REFERENCES

Name	Email	Phone	Relation

OTHER INFORMATION

McKenna encourages qualified individuals with disabilities to apply and will make reasonable accommodations for them. If you require accommodation for a position or for the interview process, please request assistance from a supervisor.

This application is not a guarantee of employment and is only good for 90 days. If you wish to be considered after that period, you must complete a new application. Only United States citizens or aliens who are legally entitled to work in the United States are eligible for employment.

SIGNATURE

"I certify that all information by me in this application is true and complete. I understand and agree that, if employed and it is found to be false in any respect, I will be subject to dismissal without notice."

"I hereby authorize you to request, receive and verify all information provided in the application process. I release and hold harmless any parties or persons from all liability for damages which could result from furnishing such information to you. I further acknowledge that if I am employed by you, my employment is at-will and may be terminated with or without cause by me or by the employer at any time."

"I agree to conform to the rules and regulations of the company and I acknowledge that my employment and compensation can be modified or terminated with or without case nor notice at any time at the option of either the company or myself. I understand that no manager or representative of the company other than the CEO, President, or Vice President has any authority to enter into an agreement for employment for any specific period of time or to make any agreement contrary to the foregoing, either prior to the commencement of my employment or after I have been employed."

Signature of Applicant

Date