



# PEDDICORD WHARTON

ATTORNEYS & COUNSELORS AT LAW

PEDDICORD WHARTON, LLP is an equal opportunity employer. In compliance with federal, state, and local equal employment opportunity laws, qualified applicants are considered for all positions with PEDDICORD WHARTON, LLP without regard to race, religion, color, sex, age, national origin, sexual orientation, physical or mental disability, marital or veteran status.

## PERSONAL INFORMATION

Last Name:	First Name:	M.I.
Street Address:		Apt/Box No.
City:	State:	ZIP:
Day Phone No.:	Cell Phone:	

## POSITION

Position Applied For:	Wage/Salary Desired:	
Desired Hours:	Desired Days:	
<input type="checkbox"/> Full Time	<input type="checkbox"/> Part-Time	<input type="checkbox"/> Temporary/Seasonal
If you are applying for a position which requires driving on Firm business, do you have a valid driver's license? Yes No		
Driver's License No.:	State Issued:	
Have you applied for employment with us previously? Yes No If so, when?		

## EMPLOYMENT INFORMATION

Have you worked for PEDDICORD WHARTON, LLP in the past? Yes No		
If yes, give last date worked:	Position:	
Supervisor's name:	Reason for Leaving:	
Are you eligible to work in the United States? (Proof required upon employment) Yes No		
Are you 16 years of age or older? Yes No	If no, can you furnish a work permit? Yes No	
Have you been convicted of a crime (misdemeanor or felony) other than a minor traffic violation? (A conviction includes a plea, verdict, or finding of guilt regardless of whether sentence is imposed by the court.) Yes No		
If yes, please explain:	Where:	When:
Charge:		

## EDUCATION

Type of School	Name and City/State	Graduated Yes/No	Major Courses or Degree Received
High School			
College or University			
Other Education			

**EMPLOYMENT EXPERIENCE** (please list your most recent job first)

Employer:	Telephone:
Address:	City/State:
Job Title:	Supervisor:
Dates worked:                    to	Salary:
Duties/Responsibilities:	
Reason for leaving:	May we contact?    Yes            No
Employer:	Telephone:
Address:	City/State:
Job Title:	Supervisor:
Dates worked:                    to	Salary:
Duties/Responsibilities:	
Reason for leaving:	May we contact?    Yes            No
Employer:	Telephone:
Address:	City/State:
Job Title:	Supervisor:
Dates worked:                    to	Salary:
Duties/Responsibilities:	

**SPECIAL QUALIFICATIONS**

Type (WPM):	Software Proficiency:		
Word:	Excel:	Power Point:	Adobe/eCopy:
List professional certificates or licenses you currently hold, or have held in the past:			
What foreign languages do you fluently speak:		write:	read:

**STATEMENT OF UNDERSTANDING (Read Carefully Before Signing)**

I certify that all information provided in this employment application is true and complete. I understand that any false information, misrepresentation, or omission in this application or during the interview process may disqualify me from further consideration for employment and may result in my dismissal if discovered at any later date.

I authorize PEDDICORD WHARTON, LLP to make a thorough investigation into my past employment, education, criminal background, driving history, and any other job related activities. I release from liability all persons, companies, corporations, educational institutions, law enforcement agencies, and federal, state and local governments supplying such information; and indemnify PEDDICORD WHARTON LLP against any liability which might result from making such an investigation.

I understand that this application is not a contract of employment. I also understand that if hired, regardless of any oral representations to the contrary, the employment relationship between myself and the Firm, is at-will, and that I or PEDDICORD WHARTON, LLP can terminate this employment relationship at any time, with or without notice, for any or no reason, without recourse by either of us. Any changes in this employment relationship must be made in writing.

**APPLICANT'S SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_